

**REGULAR MEETING OF THE
CITY OF ALVARADO ECONOMIC DEVELOPMENT BOARD
104 W. College
February 10, 2025
6:30 PM
AGENDA**

The Economic Development Board of the City of Alvarado will meet in a Regular Session on Monday, February 10, 2025 at 6:30 p.m. in the Council Chambers at City Hall for the following agenda items.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION AND PUBLIC INPUT

BOARD COMMENTS

NEW BUSINESS:

- i. Consideration and possible action to approve the November 14, 2024 Alvarado EDC board meeting minutes.
- ii. Consideration and possible action to reschedule the April 28, 2025, Regular Quarterly Board Meeting to Monday, March 24, 2025.
- iii. Consideration and possible action to approve the Alvarado EDC's Food Truck Incubator Program and Guidelines.
- iv. Presentation and training from City Attorney on Chapter 171 of the Local Government Code, Conflict of Interest. (Dierker)
- v. Consideration and possible action to authorize the City of Alvarado to proceed with necessary environmental and structural remediation efforts, including the abatement of asbestos, remediation of mold, and demolition, for the Economic Development Corporation's (EDC) property located at 201 E. College Avenue; and to reimburse the City approximately fifty percent (50%) of the cost of the work, up to a maximum amount of \$30,000, upon successful completion of the project.
- vi. Workshop and Discussion on the First Downtown Alvarado Art Mural Project
- vii. 2025 International Council of Shopping Center's Red River Conference & Deal Making Event
- viii. TML Economic Development Conference, November 13-14, 2025
- ix. 2025 Economic Development Sales Tax Workshop
- x. 2025 Alvarado Economic Development Corporation Job Fair

EXECUTIVE SESSION:

Pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, the Board may convene

REGULAR Economic Development Board Meeting Agenda

February 10, 2025

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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.

Any item on the agenda.

§ 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"

"Project Cornerstone"

§ 551.072: Deliberation regarding real property. The Board may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property.

"Project Yellow-NC-01"

"Project Blue-NE-01"

"Project Red-C-02"

Reconvene into open session.

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 Friday, February 7, 2025 at 4:30 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Hillary Cromer
Economic Development Director

Meeting Minutes

Alvarado Economic Development Corporation (AEDC)

Date: Monday, November 14, 2024

Location: Council Chambers, 104 W. College, Alvarado, Texas 76009

Time: 6:00 P.M.

1. Call to Order

President Marty Douglas called the meeting to order at 6:00 P.M. The following individuals were present:

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

Staff present:

- **Hillary Cromer**, Economic Development Director
- **Annabelle Ackling**, Attorney

2. Invocation

Marty Douglass led the invocation.

3. Pledge of Allegiance

The Pledge of Allegiance was recited by all present.

4. Citizen Participation and Public Input

No public comments were made.

5. Board Comments

No board comments were made.

Meeting Minutes

Alvarado Economic Development Corporation (AEDC)

Date: Monday, November 14, 2024

Location: Council Chambers, 104 W. College, Alvarado, Texas 76009

Time: 6:00 P.M.

6. Consent Agenda

Items on the Consent Agenda include:

i. Approval of Minutes from the 9/5/24 Special Meeting

ii. Approval of Minutes from the 10/7/24 Special Meeting

The Board President requested a motion to approve the Consent Agenda. Tom Durlington moved to approve, and Cherry Bryant seconded. The motion carried 5-0.

7. New Business

iii. Financial Report for Period Ending 10/31/2024

Hillary Cromer provided a brief presentation. Board discussion included:

- Robert Brake inquired about overages in certain Operating Expenses. Hillary explained the previous budget's shortcomings and highlighted improvements in the new budget.
- Robert Brake requested more detailed information on top Sales Tax generators. Hillary noted that sales tax data is confidential but would consult the City Attorney for appropriate reporting options.

No action required.

iv. Authorization for EDC Director to Negotiate and Execute a \$5,000 Grant for "How Sweet It Is Cakes"

After a presentation by Hillary Cromer, the board discussed adding restrictive requirements, including an enhanced building sign. The remaining grant funds could be used for marketing following the sign's upgrade.

Robert Brake moved to authorize the EDC Director to negotiate and execute the \$5,000 Promotional Partnership Grant based on these terms. Tom Durlington seconded. The motion carried 5-0.

v. Workshop and Discussion on the Food Truck Incubator Program

Hillary Cromer presented the draft program. Key feedback included:

- No residential requirement for applicants.
- Entrepreneurs may use the truck for up to 180 days, with a 90-day trial period.
- Insurance coverage is required.
- Entrepreneurs must pay \$500 per month.
- Top applicants must present a business plan to the EDC Board during the selection process.
- The City Attorney will review program documents and draft an agreement between the EDC and selected entrepreneur(s).

Meeting Minutes

Alvarado Economic Development Corporation (AEDC)

Date: Monday, November 14, 2024

Location: Council Chambers, 104 W. College, Alvarado, Texas 76009

Time: 6:00 P.M.

No action required.

8. Executive Session

The board entered executive session at 7:04 P.M. to discuss:

- **§ 551.071. Consultation with Attorney**
 - Any item on the agenda
- **§ 551.087. Deliberation regarding economic development negotiations**
 - Project Featherbound
- **§ 551.072. Deliberation regarding real property**
 - Project Red-C-01
 - Project Yellow-NC-01
 - Project Blue-NE-01
 - Project Red-C-02
 - Project Red-NC-03

The board reconvened in open session at 7:55 P.M.

9. Post-Executive Session Action

No action was taken. The meeting adjourned at 7:56 P.M.

Martin Douglas, Board President

Respectfully Submitted,

Hillary Cromer, Economic Development Director

AEDC 2025 Regular Board Meeting Schedule

2025

- **Q1 Meeting:** Monday, January 27, 2025
- **Q2 Meeting: Monday, March 23, 2025** (*Adjusted from Monday, April 28, 2025*)
- **Q3 Meeting:** Monday, July 28, 2025
- **Q4 Meeting:** Monday, October 27, 2025

Note: None of these dates fall on or near major holidays in 2024 or 2025. The Q2 meeting adjustment accommodates the Economic Development Director's required attendance at the Economic Development Institute, a critical (and required) component for her CEcD certification and graduation.



EDC Meeting Management Report

Meeting Date: February 10, 2025

Contact: Hillary Cromer

AGENDA ITEM

Consideration and possible action to approve the Alvarado EDC's Food Truck Program and Guidelines.

BACKGROUND & FINDINGS

The Economic Development Director is reintroducing the revised **Alvarado Food Truck Program** for board approval. This initiative, designed to foster entrepreneurial growth and innovation in Alvarado's food scene, has been updated based on feedback from the EDC Board. Key changes include:

1. **Eligibility:**
 - Removed the residential requirement, broadening access to the program.
2. **Program Details:**
 - Entrepreneurs can now utilize the food truck for up to 180 days, with an initial 90-day trial period.
 - Monthly participation fee set at \$500.
 - Participants must secure liability insurance with coverage of \$1 million.
3. **Selection Process:**
 - Top applicants will present their business plans to the EDC Board, ensuring alignment with program objectives.
4. **Legal Compliance:**
 - The City Attorney will review all program documents and draft a formal agreement between the EDC and the selected entrepreneurs.

These adjustments enhance the program's structure and ensure a comprehensive support system for participants, including access to a fully equipped food truck, marketing assistance, and business mentorship.

The updated program is designed to provide entrepreneurs with a practical, hands-on opportunity to refine their business concepts while contributing to Alvarado's local economy. The EDC Board's final approval is sought to launch this improved initiative.

FINANCIAL IMPACT

The EDC Board has allocated \$65,000 in the FY2025 budget for the purchase of the food truck, while the remaining costs are expected to be covered within the Economic Development Promotion and Professional Services budget line items.

ATTACHMENTS

Food Truck Program Guidelines and Application

Alvarado Food Truck Incubator Program
Guidelines and Application
January 27, 2024



INTRODUCTION

The Alvarado Economic Development Corporation (EDC) is excited to announce the launch of the Alvarado Food Truck Incubator Program. This initiative is designed to support small business entrepreneurs and aspiring food truck owners by providing them with an opportunity to test their menus without the initial cost of purchasing a food truck and related expenses. By fostering entrepreneurial spirit and innovation, the Alvarado EDC aims to build a vibrant local food truck community.

OBJECTIVE

To provide aspiring entrepreneurs with an opportunity to test and develop their food business ideas in a supportive and structured environment.

Please return completed application with necessary attachments and signature to:

City of Alvarado
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 econdev@cityofalvarado.org

APPLICATION AND SELECTION

Eligibility:

- Applicants must demonstrate a viable food business concept.
- Applicants must provide proof of adequate financial resources to sustain operations.

Application Process:

Interested individuals must submit an application on page 4 outlining their business concept, menu ideas, and vision for their food truck.

Selection Criteria:

Applications will be evaluated based on creativity, feasibility, and potential impact on the local community. Additional selection criteria may include:

Number of Participants:

Only one entrepreneur will be selected each cycle to ensure personalized support and access to resources.

PROGRAM DETAILS

Duration: Entrepreneurs may use the food truck for up to 180 days, with an initial 90-day trial period.

Fees: Participants are required to pay \$500 per month during the program.

Insurance: Participants must secure liability insurance with coverage of up to \$1 million.

Business Plan Presentation: Top applicants will be required to present their business plan to the EDC Board during the selection process.

Legal Review: The City Attorney will review all program documents and draft a formal agreement between the EDC and the selected entrepreneurs.

PROGRAM BENEFITS

Support Provided:

- Use of a fully equipped food truck tailored for professional operations.
- Comprehensive marketing and promotional support to maximize visibility and reach.
- Personalized business coaching and mentorship throughout the program.
- Guidance and support for menu development to ensure culinary success.
- Reimbursement for the cost of obtaining a food handler's license.
- Exclusive opportunities to operate the food truck at designated city events, including fairs and festivals, with an annual event schedule provided upon selection.
- Access to pre-approved locations for consistent food truck operations.

PROGRAM RULES AND REQUIREMENTS

1. **Geographic Restriction:**
Entrepreneurs are required to operate the food truck within Alvarado, Texas, for a duration specified upon selection.
2. **Ownership:**
The food truck remains the property of Alvarado EDC and must be returned in the same condition at the end of the program.
3. **Compliance:**
Participants must comply with all local health and safety regulations and maintain a high standard of food quality and service.
4. **Insurance Requirement:**
Entrepreneurs are required to obtain liability insurance for the program duration.
5. **End-of-Program Reporting:**
Participants must submit a report at the end of the program detailing their experience, challenges faced, and future plans.

Application Process:

1. Submit a completed application form, including:
 - Business concept overview
 - Financial plan
 - Marketing strategy
2. Participate in an interview and business plan presentation.
3. Await selection and formal agreement signing.

Evaluation Criteria:

1. Feasibility and innovation of the business concept.
2. Strength and viability of the business plan.
3. Entrepreneur's commitment and ability to fulfill program requirements.

The Alvarado Food Truck Incubator Program is a unique opportunity for aspiring entrepreneurs to gain hands-on experience and test their food truck business concepts in a supportive environment. By providing access to resources and expertise, the Alvarado EDC is committed to fostering entrepreneurship and enhancing the local food scene. We invite interested individuals to apply and take the first step towards realizing their culinary dreams.

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 cromerh@cityofalvarado.org

Applicant Name:	Date
Business Name:	
Mailing Address:	
Contact Phone:	
Email Address:	
Business Concept	
What items do you plan to include on your menu?	
What's your vision for your foot truck?	

Applicant Signature

Date

Applicant Signature

Date

CONFLICTS OF INTEREST

ASHLEY D. DIERKER, CITY ATTORNEY



State Law: Conflicts of Interest

Chapter 171, Texas Local Government Code, prohibits a local official from participating in *votes, discussion, or deliberations* on a matter in certain circumstances involving a business entity or property in which the official has a ***substantial interest***.

State Law: Conflicts of Interest

Do you have a substantial *business entity interest* in an official action?

Own ten percent or more of the voting stock or shares of a business entity?

Own *either* ten percent or more, *or* \$15,000 or more, of the fair market value of a business entity?

Receive funds from a business entity in excess of ten percent of your gross income for the previous year?

Ask: Will this action have a *special economic effect* on the business entity, different from its effect on the public?

State Law: Conflicts of Interest

Do you have a substantial *real property interest* in an official action?

Have an equitable or legal interest in real property directly affected by the action with a fair market value of \$2,500 or more?

Have that same interest in real property located within 200 feet of the property directly affected?

Ask: Is it reasonably foreseeable that this action will have a *special economic effect* on the real property, different from its effect on the public?

State Law: Conflicts of Interest

If the answers to these questions are **yes**:

File a conflict affidavit – BEFORE THE MEETING BEGINS

Abstain from DELIBERATIONS, DISCUSSION, and
PARTICIPATION

State Law: Conflicts of Interest

Both of these conflicts also exist if you are *related to a person* with that type of substantial interest.

Parent

Child

Spouse

Parent-in-law

Stepchild

If any of these relations have a business entity or real property interest, file a conflict affidavit and abstain from deliberations and participation.

State Law: Conflicts of Interest

What are the consequences of violating Chapter 171?

An offense under this section is a Class A misdemeanor.

- One year of jail time, a fine up to \$4,000, or both

Actions taken by the City may be voidable.

When in doubt: if you would derive a direct benefit or detriment from an action, file a conflict affidavit and abstain from deliberations and participation.



TAYLOR•OLSON•ADKINS•SRALLA•ELAM
LLP.

ATTORNEYS & COUNSELORS

Questions?



EDC Meeting Management Report

Meeting Date: February 10, 2025

Contact: Hillary Cromer

AGENDA ITEM

Consideration and possible action to authorize the City of Alvarado to proceed with necessary environmental and structural remediation efforts, including asbestos abatement, mold remediation, and demolition, for the Economic Development Corporation's (EDC) property located at 201 E. College Avenue; and to reimburse the City approximately fifty percent (50%) cost of the work, up to a maximum amount of \$30,000, upon successful completion of the project.

BACKGROUND & FINDINGS

The property located at 201 E. College Avenue, owned by the Alvarado Economic Development Corporation (EDC), is in a state of significant disrepair due to years of deferred maintenance. Structural and environmental issues, including water damage, asbestos, and mold, have rendered the building unsafe for occupancy. An engineering and environmental assessment has confirmed that the cost of renovation far exceeds the building's value.

The City of Alvarado has proposed taking responsibility for managing the asbestos abatement, mold remediation, and demolition of the building project. The cost will be split between the EDC fund and general fund. The total cost is estimated to be \$59,265. The EDC has budgeted \$50,000 in the current fiscal year for demolition purposes. Council approved contracts with Southside (for asbestos abatement) and Midwest Wrecking (for demolition) at their November 6th meeting.

FINANCIAL IMPACT

The project will cost a total of \$59,265.00.

ATTACHMENTS

Release and Agreement for Demolition

Proposals from:

- Midwest Wrecking Company
- Southside Environmental Services, LLC
- Intercon Environmental, Inc.

**Release and Agreement for Asbestos Abatement, Mold Remediation, and
Demolition**

This Release and Agreement for Demolition ("Agreement") is hereby made and entered into this ____ day of _____, 20__, by and between the City of Alvarado, Texas, ("City"), and the Alvarado Economic Development Corporation, ("Owner").

RECITALS

WHEREAS, the Alvarado Economic Development Corporation is the sole owner, free and clear of any outstanding liens, mortgages, and encumbrances of the real property located at and described in the following address, hereinafter referred to as the "Property":

201 E. College Ave., Alvarado, Texas 76009; and

WHEREAS, the City has determined that the building located on the Property is substandard and in violation of the Code of Ordinances, City of Alvarado, Texas ("City Code"); and

WHEREAS, Owner acknowledges that it is entitled to public hearings wherein Owner may present proof of compliance with the City Code; and

WHEREAS, Owner waives its right to public hearings with regard to the substandard structure and acknowledges that the building on the Property is substandard, deteriorated, dilapidated, and in violation of the City Code; and

WHEREAS, Owner desires to have the building removed from the Property and acknowledges that removal is for the betterment of the public's health, safety, and welfare; and

WHEREAS, Owner acknowledges that it is the primary responsibility of Owner to demolish the substandard building on the Property; and

WHEREAS, Owner desires for the City to demolish the building, remove all demolition debris, and grade the site at the Property; and

WHEREAS, the City is willing to complete necessary environmental and structural remediation efforts, including asbestos abatement, mold remediation and demolition of the building to be conducted by a contractor chosen by the City.

NOW, THEREFORE, Owner and City agree as follows:

AGREEMENT

1. **Recitals True and Correct.** The parties agree and acknowledge the recitals stated above are true and correct.
2. **Structure Substandard.** The parties agree and acknowledge that:
 - A. the building located on the Property is substandard, a public nuisance, and a danger to health, safety, and welfare of the residents of the City;
 - B. the building is in a deteriorated and dilapidated condition, and that removal of the building benefits the public's health, safety, and welfare; and
 - C. the building on the Property is in violation of the City Code.
3. **City to Remove Hazardous Structure and Remediate Environmental Hazards.** On or after _____, 2025, the City may :
 - A. remove the building located on the Property by demolition, asbestos abatement, and mold remediation, with this Agreement serving to document the voluntary consent of Owner;
 - B. perform asbestos abatement and mold remediation as necessary to ensure compliance with applicable environmental and safety regulations prior to or in conjunction with the demolition; and
 - C. dispose of any personal property remaining on the Property in any manner it sees fit.

If the City performs this work, the EDC will reimburse the City for the costs associated with the work.
4. **Owner Certifications, Representations, Warranties.** Owner certifies, represents, and warrants that:
 - A. the building on the Property is vacant;
 - B. Owner waives his/her right to any personal property located on or about the Property, including any personal property located in the building on the Property remaining after _____, 2025;
 - C. any and all insurance policies covering the Property, the building on the Property, and/or any personal contents contained therein, have been cancelled and are, therefore, no longer in force and effect;
 - D. no liens, mortgages, or other ownership(s) exist concerning the Property;

- E. to the best of Owner's knowledge no other person or entity other than Owner is entitled to assert any claims of any kind or character relating to the Property or the personal property; and
- F. there are no hazardous materials located, stored, kept, maintained, or possessed on or about the Property.

Indemnification.

- A. **Owner shall indemnify, release, and hold harmless the City, its officers, employees, and agents, in both their public and private capacities, from any and all claims, suits, liability, demands, judgments, or causes of action, including all expenses, attorney fees, witness fees, cost of defending any such action or claim, or appeals, therefrom, arising in any manner whatsoever from the City's demolition of the building on the Property.**
 - B. **Owner represents that he/she is either the sole owner and interest holder of the Property or has the authority to execute this Agreement on behalf of any other co-owners and/or lienholders of the Property, and agrees to indemnify and defend the City and its officers, employees, and agents from any claims, costs, or damages asserted by any co-owners and/or lienholders of the Property or structure on account of the execution of this Agreement or the enforcement of any of the terms of this Agreement.**
- 5. **Applicable Law.** This Agreement is made and entered into in the State of Texas, and shall be governed by the laws of the State of Texas, with venue in Johnson County.
 - 6. **Agreement Understood, Voluntarily Accepted.** Each party warrants and represents that it has read the terms and conditions of this Agreement, and fully and completely understands and voluntarily accepts such terms and conditions and their final and binding effect.
 - 7. **Entire Agreement.** This Agreement sets forth the entire agreement between the parties, and fully supersedes any and all prior agreements or understandings between the parties pertaining to the subject matter of this Agreement.
 - 8. **Paragraph Headings.** The paragraph headings contained in this Agreement are for convenience only and will in no way enlarge or limit the scope or meaning of the various and several paragraphs.
 - 9. **Severability.** Should any provision of this Agreement be declared or determined to be illegal, invalid, or otherwise unenforceable, the validity of the remaining parts, terms, and provisions hereof will not be affected thereby but such will remain valid

and enforceable, and said illegal or invalid parts, terms, or provisions shall be deemed not to be part of this Agreement.

ALVARADO ECONOMIC DEVELOPMENT CORPORATION

By: _____

Name: _____

Title: _____

Date: _____

CITY OF ALVARADO, TEXAS

By: _____
Jacob Wheat, Mayor

Date: _____

ATTEST:

City Secretary



COMMERCIAL & INDUSTRIAL DEMOLITION

P.O. Box 161819 • Fort Worth, Texas 76161 • Phone: 817-589-7062 • Fax: 817-590-9536

City of Alvarado
104 W College Ave
Alvarado, TX 76009

September 27, 2024

Attention: Ms. Donielle Suber suberd@cityofalvarado.org

Reference: Senior Living Center, 201 E College St, Alvarado, TX

We propose and agree to furnish all labor, material, equipment and insurance necessary to complete subject work, in accordance with the following:

1. Demolish and remove building including slab and foundations. If drilled piers are encountered, we have allowed for removal to three feet below existing elevation.
2. Remove asphalt pavement and sidewalk.
3. Saw cutting.
4. Rough grade disturbed areas with dirt available on site.
5. We have not included disconnection, capping or re-routing of utility services.

The above listed items of work will be completed for the lump sum amount of Twenty-Nine Thousand, Eight Hundred Forty Dollars (\$ 29,840.00).

Alternate:

1. Install silt fence around the perimeter of disturbed areas.
2. Hydromulch disturbed areas.
3. Excluded the watering after hydromulch.

The above listed items of work will be completed for the lump sum amount of Three Thousand, One Hundred Dollars (\$ 3,100.00).

Thank you for allowing Midwest Wrecking Co. of Texas the opportunity to provide a proposal on this project and please do not hesitate to contact the undersigned if we may be of further assistance.

Sincerely,
Midwest Wrecking Co. of Texas

A blue ink signature of Jacob Grace.

Jacob Grace



1230 N. Houston School Road
Lancaster, Texas 75146
Ph. (214) 755-1633 (862) 579-5717

October 14, 2024



Historically Underutilized Business

Ms. Donielle Suber, Administrative Services Director
Mr. J. Paul Coker, Building Official
City of Alvarado
104 W. College Street
Alvarado, TX 76009
cokerp@cityofalvarado.org
suberd@cityofalvarado.org

Re: 201 E. College Street, Alvarado, TX – Demolition
Proposal No. 2024-090

Dear Mr. Coker and Ms. Suber,

Southside Environmental Services, LLC (SES) is pleased to present this proposal for the asbestos abatement, demolition and disposal services for 201 E. College St., Alvarado, TX

Abatement Scope of Work:

- ~ 450 ft² of asbestos containing mastic beneath carpet
- ~ 688 ft² of asbestos containing floor tile and mastic
- ~ 4,460 ft² of asbestos containing drywall walls
- ~ 436 ft² of asbestos containing roof flashing
- ~ 4,460 ft² of asbestos containing drywall walls
- ~ 25' of asbestos containing building expansion caulk
- ~ 120 ft² of asbestos containing window glazing/caulking (demo windows)
- Demo to access asbestos materials
- Remove appliances

Schedule:

Duration will be approximately seven to eight (7 - 8) working days to complete.

Pricing:

Lump Sum (per noted scope of work).....\$26,325.00

**** Addendum 1 was received on September 16, 2024 ****

Demolition Scope of Work:

- Demolition of building and canopy
- Demolition of foundations up to 8" in depth



1230 N. Houston School Road
Lancaster, Texas 75146
Ph. (214) 755-1633 (862) 579-5717

- Removal of piers, footings, or grade beams to a maximum of 3' below grade
- Removal of grade beams and footings up to 24" wide
- Hauling & legal disposal of demolition and concrete materials
- Rough grade site for positive drain
- Obtain demolition permit.
- Install silt fencing
- Hydromulch (*footprint of the building*)

Any alterations/deviations from this proposal involving a change in cost will be executed by written orders and become a change order to the contract.

Schedule:

Duration is estimated to require approximately 5 working days to complete.

Pricing:

Building and Foundation Demolition (*per noted scope of work*) **\$39,452.00**

Clarifications:

- The demolition contractor retains all salvage rights, and any proceeds generated from the sale of salvaged items.
- One mobilization is included in this proposal. An additional mobilization fee of \$2,500 per piece of equipment will be added to the price of the contract.
- DSHS demolition notification fees will be sent directly to the owner by the state.

Exclusions:

- Removal and/or disposal of any other regulated waste from the site that is not specifically noted in the above scope of work are excluded.
- Power and water will be provided by the owner.
- Security during off hours is not included in this proposal price.
- Non-ACM debris generated will be disposed of by Southside Environmental.
- Appliances will be left with in the building
- Weather proofing of boarding up windows is not included in this proposal.
- Bonding
- Removal of pavement and/or approaches
- The disconnection, removal, or rerouting of utilities
- Import fill material.
- Removal of any unforeseen underground materials, tanks, tunnels etc.
- Street/sidewalk closures, traffic control or barricades
- Shoring/Temporary Bracing/Underpinning
- Temporary Dust Partitions
- Restoration of building to remain
- SWPPP
- Tree removal/protection



1230 N. Houston School Road
Lancaster, Texas 75146
Ph. (214) 755-1633 (862) 579-5717

Terms and Conditions:

- This price includes all labor, materials, equipment, disposal, and insurance necessary to complete the scope of work in accordance with all local, state, and federal regulations.
- Payments are NET 30 days. A service charge may be assessed on overdue payments at the rate of 1.5% per month (18% per annum) or the maximum permissible rate by applicable law.
- In the event payments are not made as outlined herein, the undersigned agrees to pay all cost of collection and attorney's fees incurred by Southside Environmental, including all expenses associated with collections, litigation, court cost and all attorney fees allowed by law.
- Acceptance and signature acknowledge to Southside Environmental the right to pursue payment under state lien laws if necessary.

The following insurance is included with this proposal:

General Liability	\$1,000,000	Asbestos Pollution Liability	\$1,000,000
Automobile	\$1,000,000	Texas Workers Compensation.....	\$1,000,000
Excess Liability	\$4,000,000	Umbrella Liability	\$4,000,000

Thank you for the opportunity to submit this proposal and look forward to a favorable response. If the terms of this proposal meet approval, please sign, and return it. Southside will proceed upon written authorization.

Respectfully submitted,

Jason Gibbs
Estimator/Project Manager
Southside Environmental Services, LLC
(469) 387-5828

Accepted by: _____

Authorized Signature: _____

Date: _____



210 South Walnut Creek Drive • Mansfield, Texas 76063 • Phone: (817) 477-9995 • (817) 477-9996

Asbestos Abatement Lead Remediation Mold Remediation Interior Demolition Structural Demolition Site Clearing

September 6, 2024

Sent via email
suberd@cityofalvarado.org
cokerp@cityofalvarado.org
Proposal # 240248

Ms. Donielle Suber
Mr. Paul Coker
City of Alvarado
104 West College Avenue
Alvarado, Texas 76009
Telephone (817) 659-9809 Ext. 116
Telephone (817) 659-9809 Ext. 130

**Re: Asbestos Abatement and Demolition at the Former Alvarado Senior Citizens Center located at
201 East College Street in Alvarado, Texas 76009**

Ms. Suber and Mr. Coker,

Intercon Environmental, Inc. respectfully submits our proposal for the removal and disposal of asbestos-containing materials at the above referenced location, as identified and quantified in the Asbestos Survey from EcoSystems Environmental, Inc. dated July 24, 2024 the demolition of the structure.

This proposal utilizes the following pricing:

**TIPS (The Interlocal Purchasing System)
Intercon Environmental, Inc. Vendor Agreement # RCSP 23010402
Job Order Contracting**

This vendor agreement pricing is based on the RS Means Unit Price Book and a discount coefficient.

All purchase orders for services under this pricing must be placed through the TIPS system and reference our vendor agreement number listed above at tipspo@tips-usa.com.

INCLUDE THIS PROPOSAL AND THE ATTACHED WORKSHEET ALONG WITH YOUR PURCHASE ORDER



Scope of Work Asbestos Abatement:

- Submit the asbestos abatement notification to the Texas Department of State Health Services.
- Establish regulated area.
- Removal and disposal of approximately 2,800 square feet of asbestos containing plaster.
- Removal and disposal of approximately 3,520 square feet of asbestos containing flooring and/or mastic.
- Removal and disposal of approximately 84 windowpanes with asbestos containing glazing.
- Removal and disposal of approximately 200 linear feet of asbestos containing window caulk.
- Removal and disposal of approximately 40 linear feet of asbestos containing expansion joint caulk.

Asbestos Abatement Price..... **\$38,852.87**
 Estimated duration - Ten (10) Working Days.

Scope of Work Demolition:

- Submit the demolition notification to the Texas Department of State Health Services.
- Verify all utilities serving the structure have been physically disconnected by others prior to demolition.
- Install temporary construction fencing at the limits of the demolition for site security and public safety.
- Removal and disposal of the structure and foundation.
- Removal and disposal of former drive-thru canopy.
- Removal and disposal of the sign adjacent to the drive-thru.
- Removal and disposal of the sidewalk on the north side of the building.
- Removal and disposal of the drive-thru area paving only, all other paving is to remain.
- Removal and disposal of wood and wire fencing at the rear of the back yard.
- Site grading with existing soils to achieve positive drainage and prevent ponding of water.
- Install erosion control (silt fence) at the perimeter of the disturbed area.
- Install hydro-mulch seeding and temporary irrigation for turf establishment following demolition.

Demolition Price **\$47,107.03**
 Estimated duration - Five (5) Working Days.

Scope of Work Payment and Performance Bonds:

Provide Payment & Performance Bonds for the project.
Payment & Performance Bonds Price **\$1,720.00**

Total Project Price **\$87,679.90**
 Estimated duration – Fifteen (15) Working Days.

This price includes all labor, equipment, materials, and disposal necessary to complete this work in accordance with all local, state, and federal regulations.

The following insurance coverages are provided:

General and Pollution Liability	\$1,000,000 - \$2,000,000
Workers Compensation and Employers' Liability	\$1,000,000
Automotive Liability includes Hired and Unowned	\$1,000,000
Umbrella Liability	\$5,000,000
Additional insurance is available at additional cost.	
(See attached Certificate of Insurance)	

DSHS Asbestos Abatement Contractor #800805, Asbestos Transporter #400336
 TDLR Mold Remediation Company #RCO0136
 Certified Lead Firm #2110368, US EPA Certification: Lead Safe Certified Firm #NAT-61742
 Woman-Owned WBE, HUB, SBE



Owner's Responsibilities:

Provide electrical and water sources for asbestos abatement.

Obtain physical disconnection of all utilities serving the structure following the asbestos abatement and prior to the demolition.

The Texas Department of State Health Services notification fees.

The Asbestos Consulting Firm and Air Monitoring.

Thank you for your consideration. If you have any questions, please feel free to give me a call.

Respectfully,

Keith Flowers

Project Manager

Intercon Environmental, Inc.

keith@intercon-environmental.com

(817) 507-9406 Cell

(817) 477-9995 Office

Any documents related to this proposal, including, but not limited to, awards, notice-to-proceeds, work orders, purchase orders, contracts, and/or any time sensitive notices should be sent to:

Purchasing@intercon-environmental.com



1230 N. Houston School Road
Lancaster, Texas 75146
Ph. (214) 755-1633 (862) 579-5717

Sent Via Email
suberd@cityofalvarado.org

September 18, 2024

City of Alvarado
104 W. College Street
Alvarado, TX 76009
(817) 790-3351

Re: Senior Center, 201 E. College Street, Alvarado, TX
Proposal No. 2024-076

Ms. Suber,

Southside Environmental Services, LLC is pleased to submit this proposal for asbestos abatement and disposal services at the property referenced above.

Scope of Work:

- ~ 450 ft² of asbestos containing mastic beneath carpet
- ~ 688 ft² of asbestos containing floor tile and mastic
- ~ 4,460 ft² of asbestos containing drywall walls
- ~ 436 ft² of asbestos containing roof flashing
- ~ 4,460 ft² of asbestos containing drywall walls
- ~ 25' of asbestos containing building expansion caulk
- ~ 120 ft² of asbestos containing window glazing/caulking (demo windows)
- Demo to access asbestos materials
- Remove appliances

Schedule:

Duration will be approximately seven to eight (7 - 8) working days to complete.

Pricing:

Lump Sum (per noted scope of work)\$26,325.00

Exclusions / Clarifications:

- Removal and/or disposal of any other regulated waste from the site that is not specifically noted in the above scope of work are excluded.
- Power and water will be provided by the owner.
- Security during off hours is not included in this proposal price.
- Non acm debris generated will be disposed of by Southside Environmental.
- Appliances will be left with in the building
- Weather proofing or boarding up windows is not included in this proposal.

Terms and Conditions:

- This price includes all labor, materials, equipment, and disposal necessary to complete the noted scope of work in accordance with all local, state, and federal regulations.
- Southside Environmental Services, LLC will retain all salvage rights.
- Progress payments equal to the value of the work completed that performance period will be billed on a monthly billing cycle for completed each billing cycle.
- Payment terms are Net 30 upon receipt of invoice. A service charge will be assessed on late payments at the rate of 10% per month (18% per annum) or the maximum permissible rate by applicable law.
- This pricing will remain valid for a period of **90 calendar days** from this proposal.

The following insurance is included with this proposal:

General Liability:	\$1,000,000	Asbestos Pollution Liability:.....	\$1,000,000
Automobile:	\$ 1,000,000	Texas Workers Compensation:.....	\$1,000,000
Excess Liability.....	\$4,000,000	Umbrella Liability.....	\$4,000,000

Thank you for the opportunity to submit this proposal and look for a favorable response. If the terms of this proposal meet approval, please sign, and return it. Southside will proceed upon written authorization.

Respectfully,



Jason Gibbs
Estimator / Project Manager
Southside Environmental Services, LLC
(469) 387-5828 cell

**** Addendum 1 was received on September 16, 2024 ****

An authorized representative must sign for acceptance of this proposal. No work shall commence until client has executed and returned this agreement. Contracts in excess of \$25,000.00 shall require an AIA A107 Contract Document or Equivalent Contract Form.

Accepted By: _____

Title

Date



Texas Historically Underutilized Business



Small Business Enterprise



Minority Business Enterprise



Disadvantage Business Enterprise



ALVARADO MURAL ENGAGEMENTS

***Requested by the City of Alvarado
(January 24, 2025)***

MADE BY CRISP | MURALS & GRAPHIC DESIGN

***caleb@madebycrisp.com
(325) 513-5438
madebycrisp.com***



@madebycrisp

PROJECT OVERVIEW

Alvarado Downtown Mural

This wall in downtown Alvarado serves as a great opportunity to engage and invite travelers and community members alike into your city's downtown.

Adding a mural to the outside of this building will add a much needed pop of color to catch people's attention, create a great photo opportunity for visitors that will become a landmark of your town, and will seamlessly integrate the city's history and values into the downtown area.

Project Focuses:

1. Create a photo opportunity that matches the desired aesthetics of the city.
2. Artwork must be able to be quickly read and appreciated while driving on the street
3. This mural will serve as a new landmark and advertisement opportunity for your city



WELCOME WALL PACKAGE

DESIGN PACKAGE



"HISTORIC DOWNTOWN ALVARADO"

Landscape + Typography on Cinder Block with historic subject matter:

- Cotton Candy pink and purple sky
- Horse and Buggy / Stagecoach
- Carnival (carousels, ferris wheel, etc)
- Historic Skyline
- Water tower
- Butterflies
- Flowers & Trees (Milkweed, Indian Paintbrush, Bluebonnets, Pecan Trees)
- Texas Flag

DESIGN VISION

Design Package Moodboard

Shown to the right are examples of different concept ideas that we could achieve for this downtown mural. This page shows you my ideas behind what I want to do with the mural, and on the next page it breaks down what each level of complexity looks like. **Low complexity of design will be more illustrative (and cheaper), and higher complexity will provide a more photo-realistic look to the piece (at a higher cost).**

We will work closely together to create a custom piece that seamlessly expands your vision onto your physical space.



All images featured above are for inspirational purposes only and belong to their respective owners

COMPLEXITY EXAMPLES

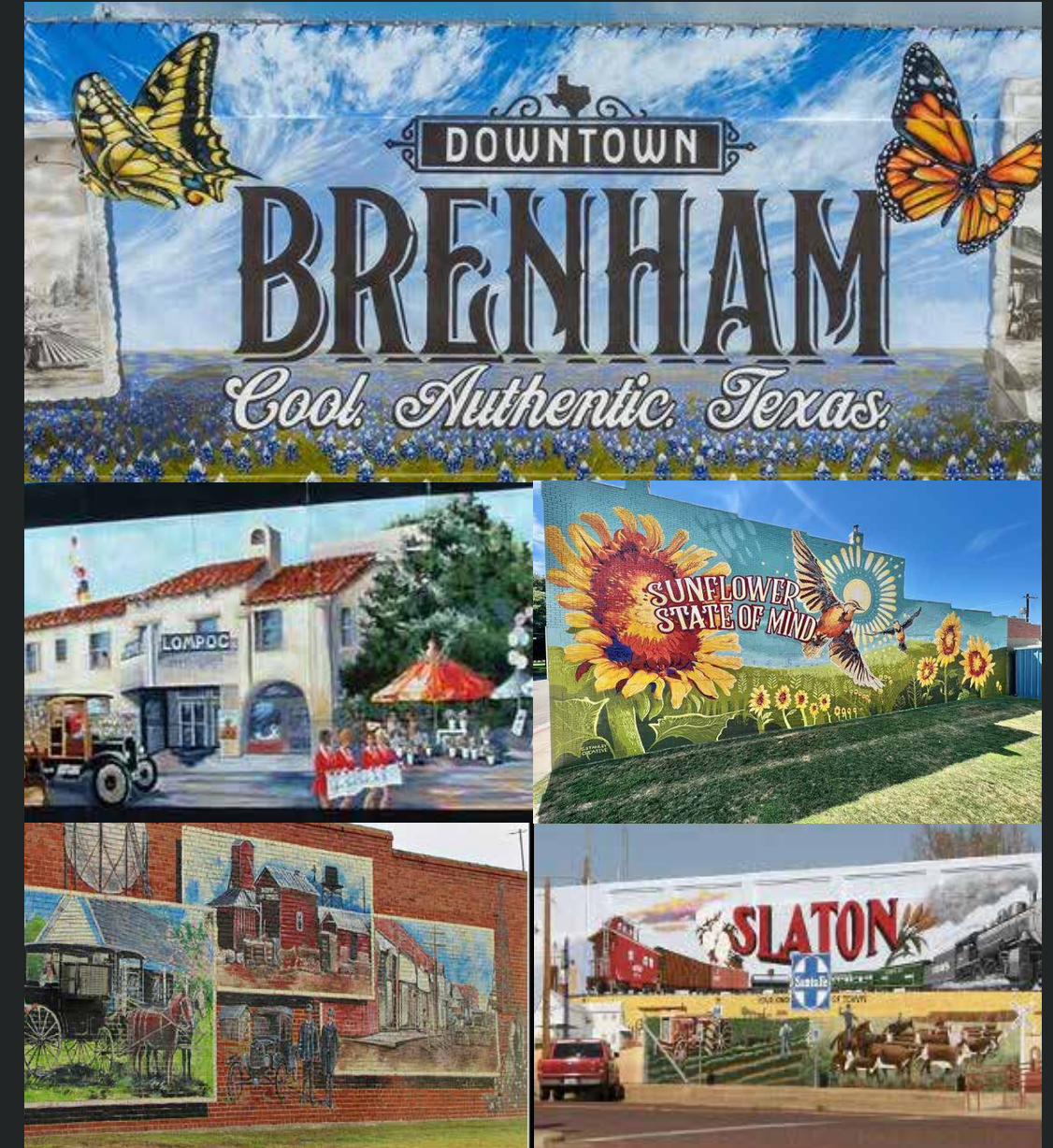
LOW COMPLEXITY



MEDIUM COMPLEXITY



HIGH COMPLEXITY

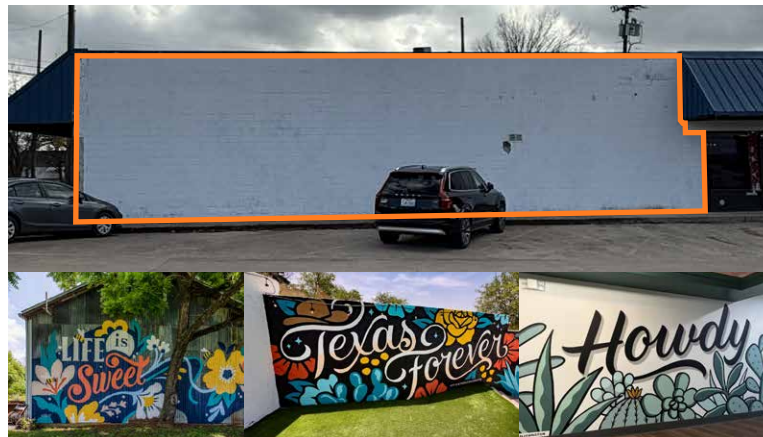


All images featured above are for inspirational purposes only and belong to their respective owners

PRICING PACKAGES & SCOPE



Base Package



- Full Wall Lettering & Design on Cinder Block (Low Complexity)
- Moodboards & Design Meeting
- 1 Design + 2 Round of Revisions
- All Materials Included
- **5% donation to Anise Reed Fund**

~~(\$12,000)~~
\$11,250

Value Package

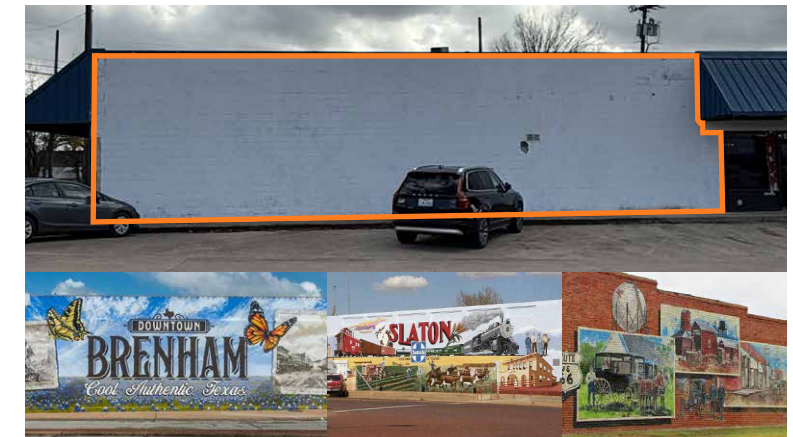


- Full Wall Lettering & Design on Cinder Block (Medium Complexity)
- Moodboards & Design Meeting
- Design + 2 Round of Revisions
- All Materials Included
- **5% donation to Anise Reed Fund**

~~(\$18,250)~~
\$16,750

Best Deal

Design Package



- Full Wall Lettering & Design on Cinder Block (High Complexity)
- Moodboards & Design Meeting
- Design + 2 Rounds of Revisions
- Media Footage / Photos for Socials
- All Materials Included
- **5% donation to Anise Reed Fund**

~~(\$26,850)~~
\$23,550

CONTRACT, DEPOSIT & TIMELINE



Contract Agreement

Upon agreeing to one the pricing packages on the page above, we will sign a contract that confirms the scope of work & timeline, and will signify the beginning of the project. At that time I will begin finalizing the design, working on revisions, and purchasing rentals & materials needed before the start date.

A non-refundable deposit of 1/2 of the total price of the mural is due upon signing the project contract.

Significant design changes which may result in substantial changes to the proposed scope of this project OR require additional work to the Artist may be subject to additional charges

PROJECT TIMELINE

Initial Meeting

Proposal, Contract, & Deposit

Finalize Designs & Revisions

Rentals, Materials, & Prep

Painting on Site

~Spring / Early Summer (TBD)~



CONTACT US

CALEB | OWNER OF MADE BY CRISP

caleb@madebycrisp.com

(325) 513-5438

madebycrisp.com



@madebycrisp

NOAH | HEAD OF PARTNERSHIPS

noah@madebycrisp.net

Sessions are subject to change.

Thursday, November 14

7:45-9:00 a.m.

Registration and Light Breakfast

9:00 a.m.

Welcome

Bill Longley, General Counsel, Texas Municipal League

9:05-9:50 a.m.

Expanding Economic Prosperity in Texas Communities

Terry Zrubek, Deputy Executive Director of Texas Economic Development & Tourism in the Office of the Governor, will discuss how their office works with city and other local leaders to expand economic growth and job creation in rural, suburban, and metro communities across Texas.

Terry Zrubek, Deputy Executive Director, Texas Economic Development & Tourism

9:55-10:40 a.m.

Planning for Your City's Economic Development

In this session, TML legal counsel will provide an overview of the basic legal requirements relating to the economic development tools that are available to Texas cities, and how those tools may be used to strengthen local economies.

Amber McKeon-Mueller, Assistant Director of Legal Services, Texas Municipal League

10:40-10:50 a.m.

Stretch Break

10:50-11:50 a.m.

Type A and Type B Economic Development Corporations and City Councils

A discussion of Type A and Type B economic development corporations, permissible expenditures and the relationship between City Council's and the Corporations. This will include a discussion of permissible projects, process and procedures of EDCs, general authority EDCs, and the legal and practical relationship between EDCs and City Councils.

Charles Zech, Partner, Denton Navarro Rodriguez Bernal Santee & Zech, P.C.

11:50 a.m.-12:55 p.m.

Networking Lunch (lunch is included in your registration fee)

1:00-2:00 p.m.

What Communities Need to Know Before Opportunity Knocks: The Zero Moment of Truth for Economic Development

In 2011, Jim Lecinski, while working at Google, coined a phrase: *Zero Moment of Truth*. Lecinski described how, even then, many major shopping decisions were made online, rather than in person. In this session, you will learn how communities can apply the same Zero Moment of Truth (ZMOT) concepts to economic development and prepare for the first (or next) big prospect by following ZMOT principles.

Thomas A. Gwosdz, Attorney, The Gwosdz Law Firm, PLLC

2:05-3:05 p.m.

Beating Back Apathy and Building Civic Pride

Thousands of communities have been devastated by the effects of apathy and unless city leaders take action, the problem will get worse. Apathy destroys everything it touches and can't be restored with planning or money. Citizens' lack of care and concern can only be fixed by taking a new approach to rebuild the community's relationship to their town. We can beat back the effects of apathy by fostering a sense of civic pride – bringing people together, restoring beauty, and giving our hometowns more meaning. By taking a small-scale, simple, and incremental approach, we can begin to replace apathy with pride. We simply must do our part, every resident, every day, taking part in making their city just a little bit better. When everyone participates, we can all have something truly special, a community we can be proud of.

Jeff Siegler, Founder, Revitalize or Die

3:05-3:20 p.m.

Stretch Break

3:20-4:30 p.m.

2025 Legislative Outlook for Economic Development

TML legislative staff will discuss the issues that may be coming down the road in the 2025 Texas Legislative session that could impact economic development in Texas cities.

Bill Longley, General Counsel, and **Monty Wynn**, Director, Grassroots and Legislative

Services, Texas Municipal League; **Jesse Ancira**, Founder and Principal, Ancira Strategies; and **Eddie Solis**, HillCo Partners

Friday, November 15

7:30-8:00 a.m.

Light Breakfast

8:00-8:55 a.m.

Creating Your City's Future: Economic Development Strategic Planning

Does your city have a strategy for economic development? If not, you need one. Join Alysia Cook as she discusses the purpose, elements, construction, and implementation of an Economic Development Strategic Plan. This is for cities with an EDC, those with an in-house team, those with a public-private partnership, or no staff at all. This session will equip city managers and council members with the tools to build a blueprint for success by achieving city goals, taking care of local businesses, and creating opportunities for future generations.

Alysia Cook, Principal, Opportunity Strategies

9:00-10:00 a.m.

Understanding the Retail Recruitment and Site Selection Process

Aaron Farmer and Barry Haydon will share details on the best retail recruitment practices for municipalities and what site selectors are looking for when identifying which communities to locate in.

Aaron Farmer, President, The Retail Coach, and **Barry Haydon**, Executive Vice President, JLL

10:00-10:15 a.m.

Stretch Break

10:15-11:45 a.m.

Texas Economic Development, Tourism, and the Arts

In this closing session, Scott Joslove, president and CEO of the Texas Hotel & Lodging Association, will discuss how cities can legally use hotel tax and create Tourism Public Improvement Districts to promote tourism and strategically grow local property tax, sales, tax, and other city revenues. Chris Kiley, executive director of Texas for the Arts will present on the economic importance of arts and culture to communities, and strategies to fund downtown arts initiatives and development.

Scott Joslove, President and CEO, Texas Hotel & Lodging Association, and **Chris Kiley**, Executive Director, Texans for the Arts

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2025 ECONOMIC DEVELOPMENT SALES TAX WORKSHOPS

LUBBOCK, TX

August 22, 2025

EDINBURG, TX

September 26, 2025

DALLAS, TX

October 17, 2025

HOUSTON, TX

November 14, 2025

VIRTUAL

December 1-15, 2025

AUSTIN

December 12, 2025



[HTTPS://TEXASEDC.ORG/](https://texasedc.org/)