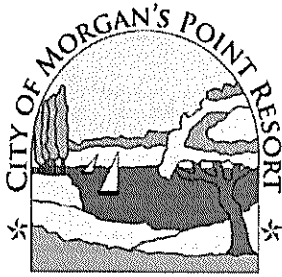


January 16, 2020

MPR EDC board meeting packet

Page

1-2	Agenda
3-5	Minutes of Dec 5, 2019 special board meeting
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11	Action items
12-15	Kleypas Park Project Status
16-18	Executive Director Proposal
19-20	Planning Workshop Proposal



CITY OF MORGAN'S POINT RESORT

ECONOMIC DEVELOPMENT CORPORATION MEETING

Morgan's Point Event Center
60 Morgan's Point Blvd.
Morgan's Point Resort, Texas

AGENDA

16 January 2020, 12:00 P.M.

12:00 PM CALL THE BUSINESS MEETING TO ORDER AND WELCOME

ANNOUNCEMENTS AND CITIZEN COMMENTS

APPROVAL OF MINUTES

- 1) Approval of Minutes from the 5 Dec. 2019 special meeting – Tom Edwards.
Draft Minutes are presented for EDC members' review. The members may ask to amend, add, or delete items. A **MOTION** to approve the Minutes is appropriate after any changes are made to the draft Minutes.

FINANCE REPORTS

- 2) Discuss and consider Finance Report for fourth quarter 2019 – Debbie Bates. If the Board finds the reports acceptable, a **MOTION** to accept the reports is in order.

OLD BUSINESS

- 3) Outstanding action items – Debbie Bates
- 4) Status of Texas Parks and Wildlife grant application and Kleypas park project – Tom Edwards

NEW BUSINESS

- 5) Consider and act on appointment of Executive Director
- 6) Election of officers
- 7) Budget amendment to support Executive Director expenses and program costs
- 8) Consider authorization of a line of credit (\$75,000) to support TPW grant reimbursements
- 9) Report on welcoming MPR new businesses – Mark Allyn
- 10) Changes to rules regarding tax abatements – Andrew Bill
- 11) Potential to partner with the City and developers to build new sewer system – Andrew Bill
- 12) Consider proposal for 2020 joint planning meeting with MPR CC members, staff and other boards
- 13) Consider "Golden Anniversary / Golden Opportunity" promotion – Stan Briggs & Lee Grabman
- 14) Consider a continuation of advertising the Event Center in the Belton Journal

STAFF, CONSULTANT, OR OTHER REPORTS

- 15) None planned

ADJOURN

I certify that a copy of the January 16, 2020 agenda of items to be considered by the Morgan's Point Resort Economic Development Corporation was posted and could be seen on the City Hall bulletin board on 9 at 12:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting. I further certify that the following News Media were properly notified of the above stated meeting: Belton Journal.

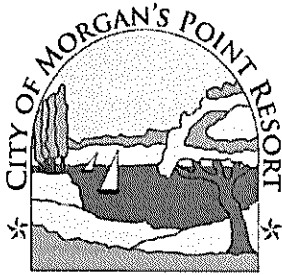
The meeting facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 254.742.3206 for further information

The announcement portion of the meeting allows EDC members or staff to announce general items of interest to all in attendance. The public comments section of the meeting is for citizens to address the EDC (as a whole). Because these are comments from the public and not a specific Agenda item, members can defer to the Board President to take an appropriate action or request that the item be included on the next available Agenda.

EXECUTIVE SESSION

None scheduled.

The Board reserves the right to discuss the above item in Executive Closed Session if it meets the qualifications of Chapter 551 of the Government Code of the State of Texas.



CITY OF MORGAN'S POINT RESORT

ECONOMIC DEVELOPMENT CORPORATION MEETING

Morgan's Point Event Center
60 Morgan's Point Blvd.
Morgan's Point Resort, Texas

MEETING MINUTES

Special Board Meeting 5 Dec 2019

12:00 PM CALL THE EDC BOARD MEETING TO ORDER AND WELCOME

Board members in attendance:

Tom Edwards, President
Stan Briggs, Vice President
Dennis Green, Secretary
Jeff Davison

Board members absent:

Lee Grabman
Russell Janak
Mike Fletcher

Staff in attendance:

Andrew Bill, City Manager
BJ Scheibel, City Maintenance Director
Debbie Bates, EDC Financial Analyst

Citizens in attendance

Mark Allyn	Larry Hartman
Andrea Hankins	Les Minor
Mike Hankins	Rodney Reid
Donna Hartman	Marla Smith

ANNOUNCEMENTS AND CITIZEN COMMENTS

All present introduced themselves and gave a brief explanation for attending the meeting.

1. APPROVAL OF MINUTES – 18 July 2019 regular meeting

There were no changes, corrections, deletions or additions to the minutes. Board Secretary Dennis Green moved to approve the minutes as written and Board member Stan Briggs seconded the motion. All present voted "Aye", and the motion carried.

2. FINANCE REPORT – second quarter plus October 2019

Debbie Bates, EDC Financial Analyst, presented the Finance Report. There were no changes to the Finance Report. Board member Jeff Davison moved to approve the Finance Report and Board VP Stan Briggs seconded the motion. All present voted "Aye", and the motion carried.

OLD BUSINESS

3. **Outstanding action items.** EDC Financial Analyst Debbie Bates reviewed the EDC Action Items report. Changes are reflected in the attached revised report.

4. **Status of Texas Parks and Wildlife (TP&W) grant application and Kleypas Park project.** Board President Tom Edwards spoke to the Metes & Bounds and the playground layouts that were posted on the wall. He got a quote of \$40k from a landscape architect. Based on the price and amount of work to be done, this project will be broken into two phases: (1) playground equipment and (2) all else (walking trails, benches, etc). A number of public meetings and hearings were previously conducted in which the walking trails were identified as the number one improvement item. A committee will be formed to address Phase 2. It's outside the scope of the current grant, so contributions might be a means of funding it. People interested in joining the committee should let Debbie Bates know. The MPR 50th anniversary is 1 July 2020, so a celebration needs to be planned to coincide with that.
5. **Key messages from TML (Texas Municipal League) EDC November conference.** Attendees included: Andrew Bill, City Manager; Dennis Green, City Council; Debbie Bates, EDC Financial Analyst; and Mark Allyn, citizen. Attendees agreed that it was a great experience and shared these key messages with the board:
- Andrew Bill explained the importance of EDC, and that the number one toolbox is the 380 agreement. It authorizes EDC to negotiate with businesses. It allows city resources to be used for EDC actions (with City Council approval).
 - Dennis Green spoke about the lake being our best feature for attracting businesses.
 - Mark Allyn emphasized that there are lots of resources available to us through TML, and that beer breweries are a sign of growth and revitalization. He also told us the importance of working on one business at a time.
 - Debbie Bates said that there were a lot of great ideas for attracting business; however, the one that seems most important is to have an annual workshop between EDC and City staff to do some good planning, and that there were a lot of ideas from the TML conference that could be included in that annual workshop.

NEW BUSINESS

6. Board President Tom Edwards stated that this is the ninth year of the EDC board. Because there is so much going on, it's time to consider hiring an Executive Director. The by-laws support that, and he handed out a printed copy of that section. This topic will be tabled for now, to be discussed at the January board meeting.
7. Board President Tom Edwards received an email from a new local business asking for help promoting their business. Tom and citizen Mark Allyn are going to meet with them today.
8. Board President Tom Edwards will check out the empty building on Morgan's Point Road that is for lease for business. Thoughts are that it might be good for an EDC office, Welcome Center, Chamber of Commerce, etc.

9. Citizen Donna Hartman said that the new roofing business was welcomed, and that there is a room at City Hall that could be used instead of leasing the empty building (see #8 above).

10. EDC VP Stan Briggs works with a developer who likes Rogers Park and says it could be used for several things (example: wedding chapel, RV park, etc).

11. Citizen Rodney Reid said that not having sewer affects attracting new businesses.

12. **2020 meeting calendar.** All agreed that EDC board meetings will continue to be held the third Thursday of each quarter: 16 Jan, 16 Apr, 16 July and 15 Oct. Please add these dates to your calendars.

STAFF, CONSULTANT, OR OTHER REPORTS

13. None planned.

ADJOURN

Board member Jeff Davison moved to adjourn the meeting and Board VP Stan Briggs seconded the motion. All present voted "Aye", and the meeting adjourned at 1:17 pm.

Tom Edwards, EDC Board President

Attest: Debbie Bates, EDC Financial Analyst

EDC FINANCE REPORT (INCOME & EXPENSES)

6-Jan-20

	Sep-19	Oct-19	Nov-19	Dec-19
INCOME:	Sept		Aug, Oct, Nov, Dec	
EDC sales tax	\$ -	\$ 3,576.57	\$ -	\$ 15,035.20
Interest on bank account	\$ 45.95	\$ 47.25	\$ 40.92	\$ 58.88

EXPENSES:				
Payroll	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$ (100.00)
EDC board mtg lunch				\$ (134.40)
Staples (blueprints)	\$ (15.26)			
Business cards	\$ (106.00)			
TML expenses - Bates & Allyn				\$ (997.25)
TOTAL EXPENSES	\$ (221.26)	\$ (100.00)	\$ (100.00)	\$ (1,231.65)

NET (IN BANK ACCOUNT)	\$ 90,148.07	\$ 93,671.89	\$ 93,612.81	\$ 107,475.24
<i>Reconciled</i>	<i>complete</i>	<i>complete</i>	<i>complete</i>	<i>complete</i>

PENDING ITEMS:	
TX Parks & Wildlife grant	\$ 170,606.00
Board meeting lunch (Jan 2020)	\$ (100.00)
Kristi Andrews - construction drawings	\$ (6,000.00)
Kompan - site drawings	\$ (2,000.00)
Surveyor stake MPR property line	\$ (1,000.00)
Sign for Yoga open house (marketing)	\$ (297.69)
Alycia Cook - strategic planning session	\$ (3,000.00)
NET BANK AND PENDING ITEMS	\$ 265,683.55

50% reimburseable from TPW

MORGAN'S POINT RESORT EDC
REVENUES & EXPENDITURES SUMMARY
Fiscal Year 2018/2019 (Oct-Sep)

		Actual 2015/2016	Actual 2016/2017	Budget 2017/2018	Estimated 2017/2018	Budget 2018/2019	Budget FY2020
Revenues							
130	1/4 Cent Sales Tax	\$32,486	\$34,051	\$36,000	\$40,000	\$43,000	\$ 50,600
601	Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$ -
801	Interest Income	\$0	\$0	\$0	\$0	\$0	\$ 449
	Fund Balance	\$0	\$0	\$35,000	\$0	\$0	\$ -
	TP&W	\$0	\$0		\$0	\$0	\$ 170,606
TOTAL REVENUES		\$32,486	\$34,051	\$71,000	\$40,000	\$43,000	\$ 221,655
Expenditures							
6432	Community Development	\$14,362	\$106,785	\$65,000	\$11,250	\$100,000	\$ 170,606
	Business Development	\$0	\$0	\$0	\$0	\$0	\$ 2,500
6433	Marketing & Promotion	\$0	\$0	\$0	\$0	\$0	\$ 2,500
6434	MPREDC Operating Costs	\$8,590	\$1,031	\$6,000	\$271	\$12,050	\$ 15,300
TOTAL OPERATING		\$22,952	\$107,816	\$71,000	\$11,521	\$112,050	\$ 190,906
PROJECTED EXCESS REVENUES		\$9,534	-\$73,765	\$0	\$28,479	-\$69,050	\$ 30,749

MPR EDC RETAINED EARNINGS SUMMARY

	Actual 2015/2016	Actual 2016/2017	Estimated 2017/2018	Budget 2018/2019	Budget FY2020
Beginning Retained Earnings	\$105,844	\$115,378	\$41,613	\$70,092	\$ 108,775
Actual/Projected Retained Earnings	\$9,534	-\$73,765	\$28,479	-\$69,050	
Ending Retained Earnings	\$115,378	\$41,613	\$70,092	\$1,042	

* Budget year reflect revenues and expenditures from October 1 to September 30.

* The 2016/2017 Ending Retained Earnings reflects the use of \$106,785 dollars of retained earnings for the event center rehabilitation project.

Retained Earnings Assumptions:

\$	63,852.00	Bank balance 7/9/19
\$	16,400.00	estimated sales tax income
\$	28,523.09	City reserves for audit
\$	108,775.09	

Revised 1/4/20 to reflect Executive Director expenses (shifted from TP&W line)

REVENUES	Actual	Actual	Budget	Estimated	Budget	Estimated
4120	2015/2016	2016/2017	2017/2018	2017/2018	2018/2019	2018/2019
1/4 Cent Sales Tax	\$29,769	\$34,051	\$42,000	\$40,000	\$43,000	\$31,042
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
Interest Income	\$0	\$0	\$100	\$0	\$0	\$136
TP&W	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$29,769	\$34,051	\$42,100	\$40,000	\$43,000	\$31,178

Budget
FY2020
\$ 50,600
\$ -
\$ 449
\$ 170,606
\$ 221,655

FY2020 Assumptions:

Sales tax FY2019 \$46k, plus 10% growth

Interest income FY2019 avg \$34/month, plus 10% growth

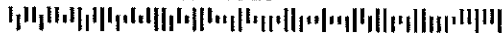
EXPENDITURES (66-00)		Actual 2015/2016	Actual 2016/2017	Budget 2017/2018	Estimated 2017/2018	Budget 2018/2019	Estimated 2018/2019	Budget FY2020
Community Development (6432)								
	Parks & Recreation (TP&W)	\$14,362	\$106,785	\$70,000	\$11,250	\$100,000	\$8,600	\$ 170,606
	Affordable Housing	\$0	\$0	\$0	\$0	\$0		
	Beautification	\$0	\$0	\$0	\$0	\$0		
	Infrastructure	\$0	\$0	\$0	\$0	\$0	\$1,516	
	Vocational/Technical	\$0	\$0	\$0	\$0	\$0		
	Educational	\$0	\$0	\$0	\$0	\$0		
	GIS Parcel Mapping	\$0	\$0	\$0	\$0	\$0		
	Total	\$14,362	\$106,785	\$70,000	\$11,250	\$100,000	\$10,116	\$ 170,606
Business Development ()								
	Workforce	\$0	\$0	\$0	\$0	\$0		
	Exp/Retention of Existing Busin	\$0	\$0	\$0	\$0	\$0		
	New Business Development	\$0	\$0	\$0	\$0	\$0		\$ 2,500
	Inducements	\$0	\$0	\$0	\$0	\$0		
	Infrastructure	\$0	\$0	\$0	\$0	\$0		
	Settlement Charges	\$0	\$0	\$0	\$0	\$0		
	Note Forgiveness	\$0	\$0	\$0	\$0	\$0		
	Small Business Grants	\$0	\$0	\$0	\$0	\$0		
	Total	\$0	\$0	\$0	\$0	\$0	\$0	\$ 2,500
Marketing & Promotion (6433)								
	Marketing MPR	\$0	\$0	\$0	\$0	\$0		\$ 2,500
	Tourism	\$0	\$0	\$0	\$0	\$0		
	Promotion	\$0	\$0	\$0	\$0	\$0		
	Total	\$0	\$0	\$0	\$0	\$0	\$0	\$ 2,500
Operations (6434)								
6110	Salary	\$0	\$0	\$0	\$0	\$0	\$700	\$ 1,200
6127	Uniforms	\$0	\$0	\$0	\$0	\$0		
6160	Training	\$25	\$751	\$1,000	\$0	\$500		\$ 2,500
6162	Travel	\$245	\$83	\$500	\$271	\$500		\$ 2,500
6210	Attorney Fees	\$0	\$0	\$0	\$0	\$0		
6212	Audit	\$6,507	\$0	\$1,500	\$0	\$5,000		
6214	Professional Fees	\$0	\$0	\$0	\$0	\$5,000		
6410	Office Expenses	\$0	\$0	\$0	\$0	\$500	\$50	\$ 8,200
6411	Copies/Printing		\$0	\$0	\$0	\$250		\$ 200
6412	Errors & Omissions Insurance	\$0	\$0	\$0	\$0	\$300		\$ 300
6416	Advertising & Legal Notices	\$0	\$0	\$0	\$0	\$0		
6950	Dues & Subscriptions	\$0	\$0	\$0	\$0	\$0		
6999	Miscellaneous	\$1,814	\$197	\$250	\$0	\$0	\$170	\$ 400
	Total	\$8,590	\$1,031	\$3,250	\$271	\$12,050	\$920	\$ 15,300
TOTAL EXPENSES:								\$ 190,906

Revised 1/4/20 to reflect Executive Director expenses

HORIZON BANK

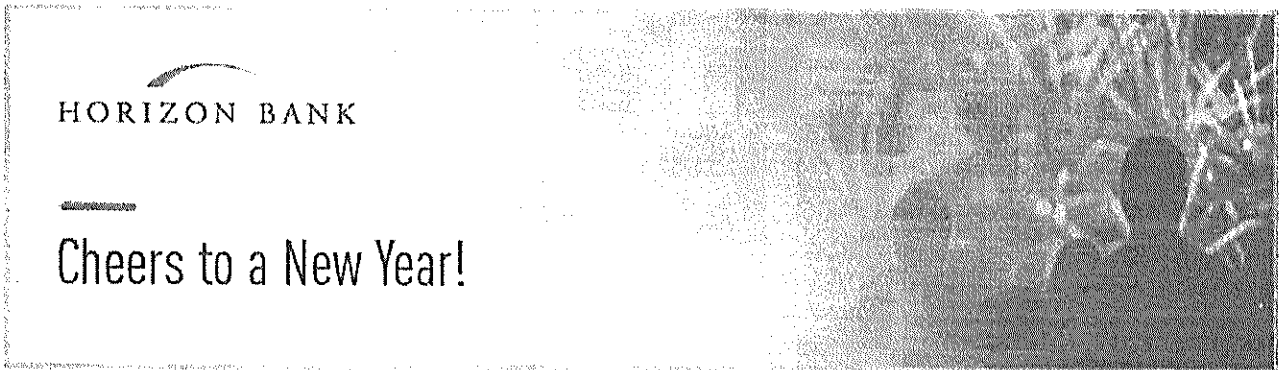
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HOLLAND

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MORGANS POINT RESORT ECONOMIC
DEVELOPMENT CORPORATION
102 CLIFFHOUSE DR
BELTON TX 76513



Statement Date: 12/31/2019 Enclosures: (5) Account No.: 10385967 Page: 1

129CCOX.001



BUSINESS MONEY MARKET SUMMARY

Type: REG Status: Active

Category	Number	Amount
Balance Forward From 11/29/19		93,612.81
Credits	2	15,035.20+
Debits	3	1,097.25
Interest Added This Statement		58.88+
Card Activity	2	134.40
Ending Balance On 12/31/19		107,475.24

Annual Percentage Yield Earned 0.68%
Interest Paid This Year 426.86
Average Balance (Ledger) 99,645.31+

ALL CREDIT ACTIVITY

Date	Type	Amount	Date	Type	Amount	Date	Type	Amount
12/13/19	DEPOSIT	11,173.32	12/30/19	DEPOSIT	3,861.88			

Date	Description	Amount
12/31/19	INTEREST PAID	58.88

Continued



EDC Action Items

6-Jan-20

Open Action Items		Responsible	Date Assigned	Date Due	Status
1	Regarding calls about renting the Event Center, ask where the caller heard about it. Andrew reported Q3: 29 rentals (9 online, 7 friend/family, 1 other, 12 repeat business, 0 other)	A. Bill	4/18/2019	7/18/2019	
2	Contact Taylor/Rockdale EDC's to get info on what they've done	J. Davison	4/18/2019	7/18/2019	
3	Schedule annual planning meeting with City	T. Edwards	12/2/2019		
4	Improvements to the marketing graphics for the Event Center	J. Davison	12/5/2019		

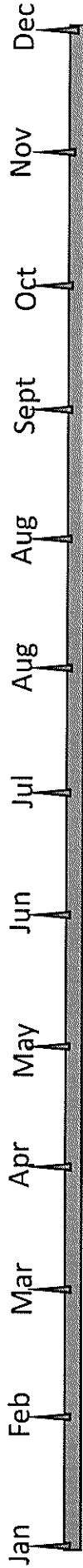
Completed Action Items					
1	Establish a sub-committee to work on the changes and details for the TPW grant. Members are Tom Edwards, Stan Briggs, Mike Fletcher and BJ Schiebel	T. Edwards	4/18/2019	7/18/2019	Complete
2	Find a Project Manager for the Kleypas Park improvements. Tom Edwards will fill this role	T. Edwards	4/18/2019	7/18/2019	Complete
3	Ensure the Event Center is cleaned professionally at least quarterly. BJ's team checks after each rental and does a deep cleaning monthly	A. Bill	4/18/2019	7/18/2019	Complete
4	TML conference in Bastrop (November)	Bill/Green/ Allyn/Bates	7/18/2019	11/8/2019	Complete

**Kleypas Park 2020 Rebirth Project
In Conjunction With Texas Parks & Wildlife
With Matching Funds from US Dept. Interior
Water Conservation Fund**

- 3/15 Break Ground Ceremony
- April / May complete site work and foundation
- June contractor installation of all playground equipment
- 7/1 Ribbon Cutting Ceremony – re open the park
- 3/15 Begin site work
- 3/15 Submit bid package to TPW
- 3/25 Advertise bid
- 3/30 Bid close
- 3/31 Award contract, order equipment

**Phase I
MPR Property:
Playground
Area**

Phase I – MPR Property



- 1/15 Final draft to KOMPAN
- 1/15 Direct Deposit
- 1/15 Environmental Coordination
- 1/30 TDLR registration
- 1/30 Kompan drawing to Kristi Andrews
- 1/15 10 report as built site plan layout
- 2/1 Kompan drawing to Kristi Andrews
- 2/15 submit construction drawing to TPW and CoE
- 2/15 submit project amendment
- 2/15 submit as built site plan
- 3/15 receive Notice To Proceed from TP&W

**Phase II
USACOE Leased
Property:
Perimeter
Pathway, Scenic
Overlooks,
Fishing Pier, Disc
Golf Stations**

Phase II - USACOE Leased Property

- Announce "Golden Anniversary / Golden Opportunity Fund Raising Program"
- Obtain CoE approval for phase II (work to be on leased property)
- Advertise bid for perimeter pathway, scenic overlooks, fence, benches and swings, etc
- Close bid
- Award contract
- Construct perimeter pathway
- Install scenic overlook benches and swings
- Cantilevered fishing pier
- Disc golf stations

	Action	Owner	Status	comment
	updated January 6, 2020			
1	Bid Advertisement and Tabulation	Edwards		post NTP
2	TCEQ Storm Water Permit	Bill	done	
3	Temporary Sign Layout	Edwards	done	
4	Texas Historical Cultural Resource Survey and Clearance	Edwards	done	
5	Texas Identification Number (TIN)	Norris		
6	Executed Construction Contract	Edwards		post NTP
7	Recorded Deed	Edwards	done	
8	Direct Deposit Set Up	Bates		
9	Environmental Coordination with TPWD	Norris		
10	As Built Site Plan	Edwards		working
11	Construction Plans and Specifications	Edwards		working
12	TDLR Project Registration	Bates		
13	Permanent Program Sign Layout	Edwards		working
14	Drilling and Mining Protection	Bill	done	need copy of res.
15	Lease or Joint Use Agreement	Bill	done	
16	US Army Corps of Engineers Permit or Clearance	Bill		
17	Meets and Bounds Survey Map	Edwards	done	working
	actions owned			
		Edwards	9	
		Bill	4	
		Bates	2	
		Norris	2	

January 7, 2020

To: Morgan's Point City Manager

From: USACAE District Manager, Belton Lake

Subject: Kleypas Park Improvements

Reference: Dept of the Army Lease agreement DACW63-1-16-0521

Texas Parks and Wildlife Grant Award P.O. Number 527826

This letter is to confirm our agreement that restrictions imposed by lease agreement DACW63-1-16-0521 on development of Kleypas Park do not apply to the park area owned by the City of Morgan's Point Resort and above the 642-degree elevation line.

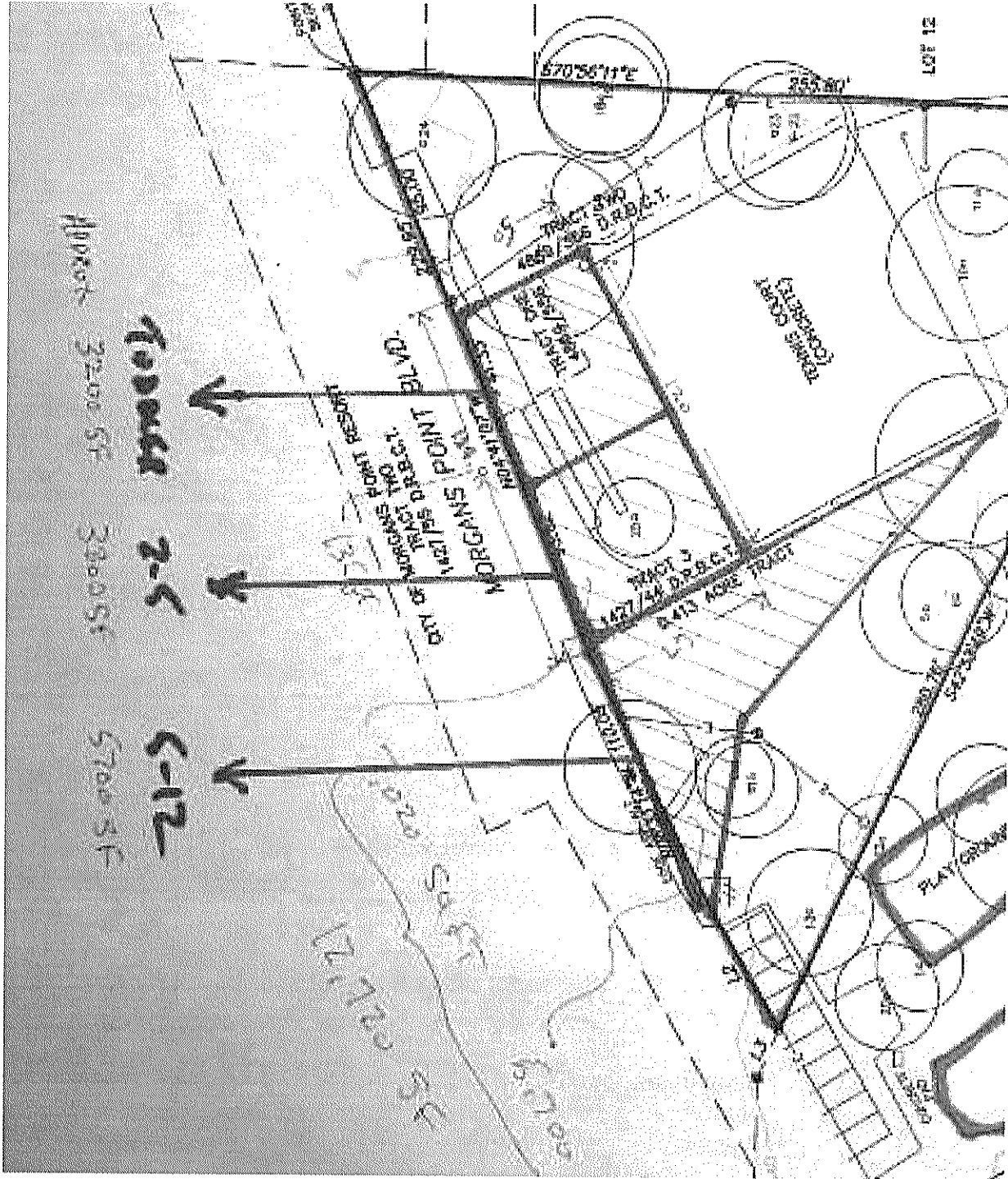
Development plans that are below the 642-degree elevation line are subject to review and approval of the US Army Corp of Engineers prior to initiation of the development.

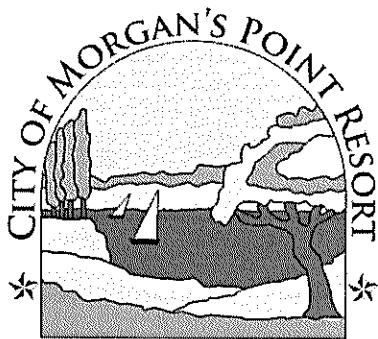
Therefore, this letter may be considered as the USACE permit or clearance for development above the 642-degree elevation line.

Sincerely,

Ronnie Bruggman

Kleydas Park Phase 1 – three play areas above the 642 line, January 7, 2020





MORGAN'S POINT RESORT ECONOMIC DEVELOPMENT CORPORATION

Lee Grabman, Board Member
Mike Fletcher, Board Member

Tom Edwards, President
Stan Briggs, Vice Chairman
Dennis Green, Secretary
Jeff Davison, Board Member
Russell Janek, Board Member

August 13, 2019

Dear Mayor and City Council members:

Each fiscal year, the Morgan's Point Resort Economic Development Corporation is required to submit a budget and work plan to the City Council for review and approval. This document includes the work plan for the MPR EDC. I have attached a copy of our proposed budget for fiscal year 2019/2020.

2019/2020 MPR EDC WORK PLAN

Short Term Projects (one to two years)

1. Implementation of Kleypas Park TP&W grant improvement project
2. Finalize design standards for the parks system
3. Initiate program to attract new businesses to Morgan's Point Resort
4. Scope the potential of Safe Routes to School Grant for MPR sidewalks

Long Term Projects (three to five years)

1. Phase 1 of Ansay Park improvement: covered pavillion and perimeter pathway
2. Long term lease of the old Roger's Park from the Army Corps of Engineers

Sincerely,

Tom Edwards
President, Board of Directors

XC: Debbie Bates, EDC Financial Analyst

Executive Director

4.07 If the Board of Directors determines that an Executive Director should be appointed, the Executive Director shall be the general manager and chief administrative officer of the Corporation, and subject to the supervision of the Board, shall perform such duties as may be incident to his office or specifically delegated to him by the Board. The Executive Director shall serve at the pleasure of the Board and receive such compensation as the Board may determine from time to time. The Executive Director, as general manager and chief

administrative officer, shall be responsible for policy and program implementation and for all operations of the Corporation, including hiring, supervising and dismissing employees as well as defining and assigning their work. The Executive Director shall be a non-voting, ex-officio member of the Board of Directors and any other committees created by the Board of Directors. The Executive Director shall compile and submit to the Board regular reports and recommendations regarding the programs, policies and business affairs of the Corporation.

Mark Allyn serves as an Advisor at Koa Partners (Koa). In this capacity, Mr. Allyn provides strategic guidance for the organization with an emphasis on optimizing the capital markets component to the total real estate solutions provided by Koa.

Prior to joining Koa, Mr. Allyn served as Senior Managing Director, Capital Markets Group for Trammell Crow Company. Mr. Allyn managed the capital markets activities to support development and investment projects nationwide. He was responsible for institutional capital raising, structuring joint ventures, investor relations and acquisitions.

With over 40 years of financial market experience, Mr. Allyn brings extensive networking experience and in-depth knowledge of the capital markets. He has a proven ability to understand problems and develop solutions that will create value and take advantage of market opportunities for customers.

Mr. Allyn graduated with a Bachelor of Business Administration in Accounting from The University of Texas, with honors.

Good morning, Tom,

As of this morning, my available Saturdays for February and March are:

February 1, 8, ~~15~~, ~~29~~

March 21, 28

Availability changes regularly. I'm happy to hold any of these dates without obligation until you know for sure.

Thanks,
Alysia

Alysia A. Cook, PCED, IOM
Opportunity Strategies LLC
P.O. Box 50101
Austin, TX 78763
(512) 963-2263
OpportunityStrategies.com

The Project

Assignment: The client, Morgan's Point Resort Economic Development Corporation requests professional training and facilitation services that include board development training, an economic development overview workshop, and a Strategic Plan (can be 12-month or 3-year.) Participants are expected to include members of the board of directors of the Morgan's Point Resort Economic Development Corporation, and/or City government staff and elected officials they invite, and any special guests. This board retreat is expected to be in July, August, or September 2017. Exact date and times will be decided by the client.

Final Deliverable: The topics will include but may not be limited to roles & responsibilities, best practices from other economic development organizations, allowable Type B projects, business attraction, existing business retention, working with entrepreneurs, workforce development, marketing, social media, events, committee structuring, positioning, programming, etc. The purpose is to give the leaders in Morgan's Point Resort the tools they need to make effective and efficient decisions in the realm of economic development, and be able to ask questions about economic development and what it means for their community. The final deliverable is the workshop itself, as well as accompanying materials and handouts, and a 12-month or 3-year Strategic Plan.

The length of the planning process determines the final deliverable and the fee. The 1-day option includes Mission development/review, Vision development/review, goal development, high-level strategies, and metrics/key performance indicators. The 1.5 day option includes the above, but allows for more thorough discussion of goals and strategies, and includes accountability areas (who will be responsible for what,) and timetables. The 2-day option includes all the above, and also includes a SWOT Analysis, allows for more thorough discussion of all items, and includes the development of specific action steps/tactics to be assigned to each of the strategies for each of the goals.

Accountability areas and specific action steps are especially valuable to organizations that do not have paid executive staff to make such day-to-day operational decisions. We are happy to work with your board to craft a solution to try to incorporate the items most important to you into the timeframe you desire. If you need to split a 1.5-day or 2-day into half-day or one-day components, we can do that without the fee changing. We know you have demanding schedules and are happy to customize to your needs at no additional fee.

The strategic plan draft will be submitted to the client within 4 weeks of the retreat date.

Pre-planning Deliverable: The facilitator will meet via phone or about 4 weeks in advance with the client to gain a complete understanding of the program expectations. During this initial planning call, a draft agenda will be developed and submitted by the facilitator to the client. The facilitator will pursue necessary research and preparations.