



City of La Vernia  
**MUNICIPAL DEVELOPMENT DISTRICT BOARD  
OF DIRECTORS MEETING**

102 E. Chihuahua St., La Vernia, Texas 78121

August 10, 2023

5:30 PM

---

## AGENDA

1. **Call to Order and Declare a Quorum**
2. **Invocation, Pledge of Allegiance and Pledge of Texas Flag**
3. **Public Comments**
4. **Consent Agenda**  
*(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*
  - A. Meeting Minutes from the 07-20-23 MDD Meeting
5. **Presentations**
  - A. Presentation of Red White and Boom proceeds check to the La Vernia Veterans Memorial
6. **Discussion/Action**
  - A. Discuss and Consider a recommendation to the City Council regarding the proposed Budget for FY 2024
  - B. Discuss and consider a recommendation to the City Council regarding a revision to the Agreement for Provisions of Professional Services between the City of La Vernia and The La Vernia Municipal Development District (Currently dated 6-11-2018)
  - C. Discuss the possibility of "Harvest Hoedown Fall Fest"
7. **Discuss only**
  - A. Update on large frame for photo op, and addition of metal arch at City Park entrance
  - B. Update on 2023 Christmas decor plans
8. **Future Agenda Items**
9. **Adjourn**

*The Board of the La Vernia Municipal Development District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security*

*Devices), and 551.087 (Economic Development), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session.*

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above-named La Vernia Municipal Development Board is a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City of La Vernia, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on **August 7th 2023, at 5:00 PM** and remained so posted continuously for at least 72 Hours proceeding the scheduled time of said meeting.

---

Yvonne Griffin, Executive Director



**MUNICIPAL DEVELOPMENT DISTRICT BOARD  
OF DIRECTORS MEETING**

102 E. Chihuahua St., La Vernia, Texas 78121

July 20, 2023

5:30 PM

---

**MINUTES**

**1. Call to Order and Declare a Quorum**

The meeting was called to order at 5:32 pm

Board Members Dianell Recker, Gary Gilbert, and Cynthia Farmer were present

**2. Invocation, Pledge of Allegiance, and Pledge of Texas Flag**

Dianell Recker led the invocation prayer and pledge

**3. Public Comments**

No public comments

**4. Consent Agenda**

*(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests an item be removed and considered separately.)*

A. Meeting Minutes from the 05-18-23 MDD Meeting

Gary Gilbert made a motion to approve the consent agenda as listed, seconded by Cynthia Farmer, all in favor

**5. Discussion only**

A. Discuss results of the 2023 Red White and Boom follow-up survey

City Administrator Yvonne Griffin presented

The board recommends that the staff secure a new/ different alcohol-distributing vendor at next year's event

**6. Discussion/Action**

A. Discuss and consider action on a Facade Grant Application - 475 Bluebonnet Rd

Cynthia Farmer made a motion to table this action to a future meeting as the applicant was not present, seconded by Gary Gilbert, all in favor

B. Discuss and consider action on making revisions to the MDD Facade Grant program

Gary Gilbert made a motion to accept revisions to the MDD Facade Grant program as listed, with the provisions that there will be no repeat applicants allowed per 3-year period, the amount given to each awardee will be capped at \$5,000 and the max spending the board can use in the program annually will be \$25,000, seconded by Cynthia Farmer, all in favor

- C. Discuss and consider acting on purchasing a bear statue for City Hal to kick off the "La Vernia Bears Program"

Gary Gilbert made a motion to table this action to a future meeting and suggests that staff bring back additional options, seconded by Cynthia Farmer, all in favor

- D. Discuss and consider action on the purchase/ build of a large frame for a photo op

Gary Gilbert made a motion to approve the purchase/ build of a large frame for a photo op with a max budget of \$5,000, seconded by Cynthia Farmer, all in favor

- E. Discuss and consider action on Christmas décor plans for 2023

Gary Gilbert made a motion to table this discussion to a future meeting, seconded by Cynthia Farmer, all in favor

## 7. Future Agenda Items

- We will donate the full proceeds of the Red White and Boom silent Auction to the Veterans Memorial at the next City Council Meeting

## 8. Adjourn

Gary Gilbert made a motion to adjourn the meeting at 6:29 pm, seconded by Cynthia Farmer, all in favor

*The Board of the La Vernia Municipal Development District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Government Code 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security Devices), and 551.087 (Economic Development), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session.*

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the governing body of the above-named La Vernia Municipal Development Board is a true and correct copy of said Notice on the bulletin boards, of the City Hall of said City of La Vernia, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted

on **July 14 2023 at 5:00 pm** and remained so posted continuously for at least 72 Hours proceeding the scheduled time of said meeting.

---

Yvonne Griffin, Executive Director

Account Number	Description	10/2022 Thru 09/2023				Proposed	
		Budget	Actual	Difference	% Comp	Budget	Inc/Dec
12-400-080	BANK INTEREST	8,000.00	8,324.76	(324.76)	104%	8,500	500
12-400-110	SALES TAX	485,000.00	267,512.42	217,487.58	55%	535,000	50,000
12-400-120	EVENT VENDORS/DONATIONS	15,000.00	20,385.00	(5,385.00)	136%	20,000	5,000
	Total Revenue	508,000.00	296,222.18	211,777.82	58%	563,500.00	55,500.00
12-500-010	WAGES - MDD	38,725.00	22,931.99	15,793.01	59%	38,355	(370)
12-500-050	PAYROLL TAXES	2,965.00	1,754.28	1,210.72	59%	2,935	(30)
12-500-115	TMRS	2,115.00	1,260.90	854.10	60%	2,005	(110)
12-500-150	EMPLOYEE INSURANCE	11,166.00	4,872.58	6,293.42	44%	9,625	(1,541)
		54,971.00	30,819.75	24,151.25	56%	52,920	(2,051.00)
12-500-220	OFFICE SUPPLIES	4,000.00	725.30	3,274.70	18%	4,000	0
12-500-230	MEMBERSHIP/DUES	2,500.00	614.99	1,885.01	25%	2,500	0
12-500-231	NEWS PUBLICATIONS/SUBSCRIPTION	2,250.00	1,604.00	646.00	71%	2,250	0
12-500-240	TELEPHONE	800.00	302.40	497.60	38%	800	0
12-500-320	WORKERS COMP INSURANCE	200.00	190.89	9.11	95%	200	0
12-500-400	FACILITY & OVERHEAD COST TO GF	39,082.00	39,082.00	0.00	100%	60,000	20,918
12-500-410	ENGINEERING	5,000.00	0.00	5,000.00	0%	5,000	0
12-500-420	LEGAL	3,000.00	0.00	3,000.00	0%	3,000	0
12-500-450	TRAINING/CONFERENCE/TRAVEL	5,000.00	1,947.38	3,052.62	39%	5,000	0
12-500-455	BUSINESS RECRUITMENT	100.00	53.60	46.40	54%	100	0
12-500-456	ECONOMIC DEVELOPMENT	5,000.00	5,000.00	0.00	100%	5,000	0
12-500-460	EVENT PLANNING	100,000.00	73,231.76	26,768.24	73%	118,000	18,000
12-500-475	CONSULTING/PLANNING	15,000.00	300.00	14,700.00	2%	15,000	0

Account Number	Description	10/2022 Thru 09/2023				Proposed	
		Budget	Actual	Difference	% Comp	Budget	Inc/Dec
12-500-476	ADVERTISING	7,500.00	2,922.25	4,577.75	39%	7,500	0
12-500-477	FACADE GRANTS	15,000.00	10,000.00	5,000.00	67%	15,000	0
12-500-478	TRAFFIC STUDY	3,900.00	3,860.00	40.00	99%	4,200	300
12-500-500	CONTINGENCY	283,668.00	0.00	283,668.00	0%	157,190	(126,478)
12-900-200	TRANSFER OUT	25,000.00	0.00	25,000.00	0%	0	(25,000)
	Total Operating Cost	626,942.00	201,474.07	425,467.93	32%	510,580.00	(116,362.00)
	Total Expenses	681,913.00	232,293.82	449,619.18	34%	563,500	(118,413.00)
	Revenues over Expenses	(173,913.00)	63,928.36	(237,841.36)		0.00	173,913.00

AGREEMENT FOR PROVISION OF PROFESSIONAL SERVICES  
BETWEEN THE CITY OF LA VERNIA AND  
THE LA VERNIA MUNICIPAL DEVELOPMENT DISTRICT

THE STATE OF TEXAS

KNOWN ALL MEN BY THESE PRESENTS:

COUNTY OF WILSON

THIS AGREEMENT executed the 19th day of July, 2018, by and between the CITY OF LA VERNIA, a municipal corporation, acting by and through its City Council, situated in Wilson County, Texas (hereinafter referred to as “City”), and the La Vernia Municipal Development District, a municipal development district (hereinafter referred to as “LVMDD”) acting by and through its President of the Board is as follows:

WITNESSETH:

I.

The City agrees to provide management, professional, administrative, financial and investment services to the LVMDD according to the terms of this agreement. Direct services the City shall perform for the LVMDD shall include:

1. Providing Salary, workers’ compensation, health, and retirement expenses for LVMDD employees.
2. Preparing all financial and investment reports and keeping all financial books and records required by applicable law.
3. Preparing a budget for the forthcoming year for review and approval by the Board and City Council.
4. Providing all necessary budgeting, accounting, financial management and investment management through the City’s Finance Department.
5. Providing accounts payable, payroll, purchasing and other bookkeeping services with oversight and training of such services.
6. Providing for a repository of records, office and conference space.
7. Providing technology support of hardware, software and phone systems through the City’s Information Technology Department.

- 8. Providing for legal services through the City Attorney's office at the rate that those services are provided to the City.
- 9. Providing executive and administrative support, review and oversight by various City departments including but not limited to City Administrator/Executive Director, City Secretary, and appropriate staffing.
- 10. Providing for project management services.

It is understood and agreed that access to City staff resources by the LVMDD is secondary to the needs of the City Council of the City of La Vernia.

II.

Subject to the LVMDD continuing to contract with the City for management services, the LVMDD will pay to the City for its services pursuant to this agreement, in the form of a flat annual fee in the amount of THIRTYNINE THOUSAND AND EIGHTY TWO dollars and 00/100 cents (\$39,082.00). Said amount is to be paid in equal monthly payments of THREE THOUSAND TWO HUNDRED AND FIFTY-SIX dollars and 83/100 cents (\$3,256.83) on the last day of every month.

In addition, the LVMDD will pay to the City the City attorney's hourly fees as charged to the City for all attorney services associated with the LVMDD.

In the event of the termination of this agreement, the LVMDD will be responsible for paying the City only the portion of the cost allocated to periods prior to the effective date of the termination of the agreement.

III.

It is the express purpose of this agreement for the City to provide certain management, professional, administrative and financial services to the LVMDD.

IV.

Subject to early termination as provided in Article V below, this agreement shall be in effect for a period of ONE (1) year commencing August 1, 2018 and ending July 31, 2019 and said agreement shall be extended for additional one (1) year terms thereafter under the same terms and conditions unless one party gives to the other party written notification at least thirty (30) days prior to the end of the existing term of its desire to terminate the agreement.

V.

- 1. This contract may be terminated by the City or LVMDD, in whole, or from time to time, in part, upon thirty (30) days' notice from the terminating party to the other party.

Termination shall be effective thirty (30) days after delivery of Notice of Termination specifying to what extent performance or work under the contract shall be terminated thirty (30) days after receipt by the notified party.

- 2. After receipt of a Notice of Termination the City shall:
  - a. Stop work on the date as specified in the thirty (30) day Notice of Termination to the extent possible.
  - b. Place no further orders or subcontracts except as may be necessary for completion of the work not terminated.
  - c. Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.
  - d. The LVMDD shall pay all expenses incurred through the date of termination.

VII.

This Agreement shall take effect on the day of execution.

IN WITNESS WHEREOF, the parties have executed this Contract in the year and on the day indicated.

**LA VERNIA  
MUNICIPAL DEVELOPMENT DISTRICT**

**CITY OF LA VERNIA**

\_\_\_\_\_  
Cynthia Farmer,  
President

\_\_\_\_\_  
Robert Gregory,  
Mayor

AGREEMENT FOR PROVISION OF PROFESSIONAL SERVICES  
BETWEEN THE CITY OF LA VERNIA AND  
THE LA VERNIA MUNICIPAL DEVELOPMENT DISTRICT

THE STATE OF TEXAS

KNOWN ALL MEN BY THESE PRESENTS:

COUNTY OF WILSON

THIS AGREEMENT, executed the 10<sup>th</sup> day of AUGUST, 2023, by and between the CITY OF LA VERNIA, a municipal corporation, acting by and through its City Council, situated in Wilson County, Texas (hereinafter referred to as “City”), and the La Vernia Municipal Development District, a municipal development district (hereinafter referred to as “LVMDD”) acting by and through its President of the Board is as follows:

WITNESSETH:

I.

The City agrees to provide management, professional, administrative, financial and investment services to the LVMDD according to the terms of this agreement. Direct services the City shall perform for the LVMDD shall include:

1. Providing Salary, workers’ compensation, health, and retirement expenses for LVMDD employees.
2. Preparing all financial and investment reports and keeping all financial books and records required by applicable law.
3. Preparing a budget for the forthcoming year for review and approval by the Board and City Council.
4. Providing all necessary budgeting, accounting, financial management and investment management through the City’s Finance Department.
5. Providing accounts payable, payroll, purchasing and other bookkeeping services with oversight and training of such services.
6. Providing for a repository of records, office and conference space.
7. Providing technology support of hardware, software and phone systems through the City’s Information Technology Department.

- 8. Providing for legal services through the City Attorney’s office at the rate that those services are provided to the City.
- 9. Providing executive and administrative support, review and oversight by various City departments including but not limited to City Administrator/Executive Director, City Secretary, and appropriate staffing.
- 10. Providing for project management services.

It is understood and agreed that access to City staff resources by the LVMDD is secondary to the needs of the City Council of the City of La Vernia.

II.

Subject to the LVMDD continuing to contract with the City for management services, the LVMDD will pay to the City for its services pursuant to this agreement, in the form of a flat annual fee in the amount of SIXTY THOUSAND dollars and 00/100 cents (\$60,000

In addition, the LVMDD will pay to the City the City attorney’s hourly fees as charged to the City for all attorney services associated with the LVMDD.

In the event of the termination of this agreement, the LVMDD will be responsible for paying the City only the portion of the cost allocated to periods prior to the effective date of the termination of the agreement.

III.

It is the express purpose of this agreement for the City to provide certain management, professional, administrative and financial services to the LVMDD.

IV.

Subject to early termination as provided in Article V below, this agreement shall be in effect for a period of ONE (1) year commencing August 1, 2023 and ending July 31, 2024, and said agreement shall be extended for additional one (1) year terms thereafter under the same terms and conditions unless one party gives to the other party written notification at least thirty (30) days prior to the end of the existing term of its desire to terminate the agreement.

V.

- 1. This contract may be terminated by the City or LVMDD, in whole, or from time to time, in part, upon thirty (30) day’s notice from the terminating party to the other party. Termination shall be effective thirty (30) days after delivery of Notice of Termination specifying to what extent performance or work under the contract shall be terminated thirty (30) days after receipt by the notified party.

- 2. After receipt of a Notice of Termination the City shall:
  - a. Stop work on the date as specified in the thirty (30) day Notice of Termination to the extent possible.
  - b. Place no further orders or subcontracts except as may be necessary for completion of the work not terminated.
  - c. Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.
  - d. The LVMDD shall pay all expenses incurred through the date of termination.

VII.

This Agreement shall take effect on the day of execution.

IN WITNESS WHEREOF, the parties have executed this Contract in the year and on the day indicated.

**LA VERNIA  
MUNICIPAL DEVELOPMENT DISTRICT**

**CITY OF LA VERNIA**

\_\_\_\_\_  
Dianell Recker,  
President

\_\_\_\_\_  
Martin Poore,  
Mayor



Section 6, Item C.



# FALL FESTIVAL

**1**  
Location: Chihuahua St. or LV City Park  
Time: 3:00 PM – 9:00 PM  
Date: Saturday, October 14th

**2**  
Vendors  
Vendors Small Businesses  
Food Vendors: 2-3 Food truck

**3**  
Activities  
• Live Music or DJ – Dancing  
• Food Drive  
• Hay Rides  
• Petting Zoo  
• Photo Opp.  
• Pumpkin Caving Contest

**4**  
Mission  
Food Drive to donate to The La Vernia  
Food Pantry



# Cross Street Decorations







## *cross streets*

---

Holiday cross streets are a great way to bring holiday magic to your city or downtown. Cross streets range from traditional lighted silhouettes to colorful modern designs with daytime effect. Mix and match elements to customize your look. Work with our team to find out which cross streets work best to compliment your holiday decor program.

# Snowflake Cross Streets

Section 7, Item B.



- A SI-SSS40 40' Streetline C7 LED
- B SI-SSS40 50' Streetline C7 LED
- C SI-SSS40 60' Streetline C7 LED
- D SI-SSS40 70' Streetline C7 LED

- E Deluxe Snowflake Streetline Section 7, Item B.  
1-22100-000 40' C7 LED
- F Deluxe Snowflake Streetline  
SLSFD40LS 40' C7 LED  
SLSFD50LS 50' C7 LED
- G Snowflake & Scrolls  
SLSFSC40LS 40' C7 LED



# European *illuminations*

Section 7, Item B.



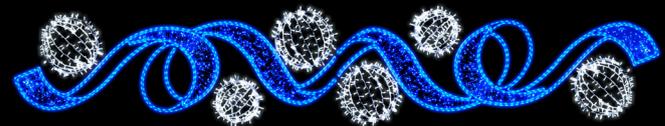
A



B



C



D



E

- A **TND010** Double Fragment 2' 9" Section 7, Item B. s.
- B **TN130L** Double Clef 3' 9" x 16' . 34 lbs.
- C **TL033** Comete 5' 3" x 19' 7" . 68 lbs.
- D **TN015** Arche de Flocons 4' 6" 17' 7" . 34 lbs.
- E **PL011B** Riambelle 3' 8" x 20' . 87 lbs.
- F **TGL19** Cristal 9' 9" x 8' 7" . 75 lbs.
- G **TGL119** Cristallin 6' 6" x 6' 6" . 38 lbs.



F

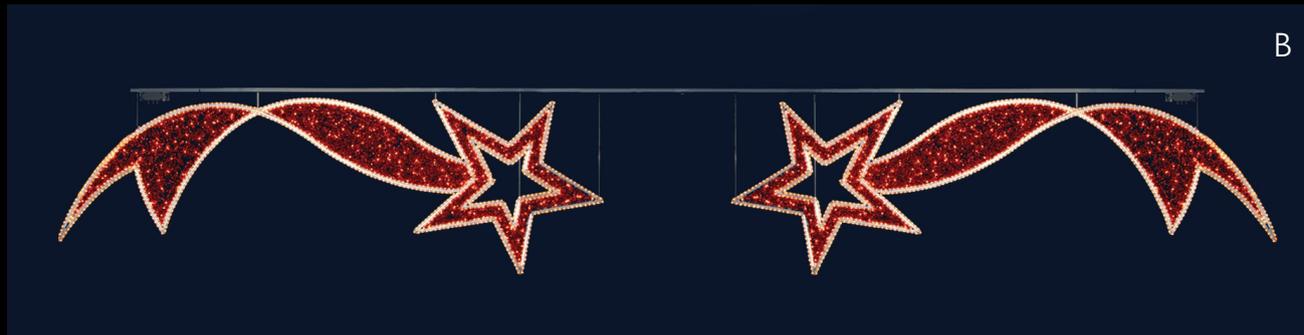
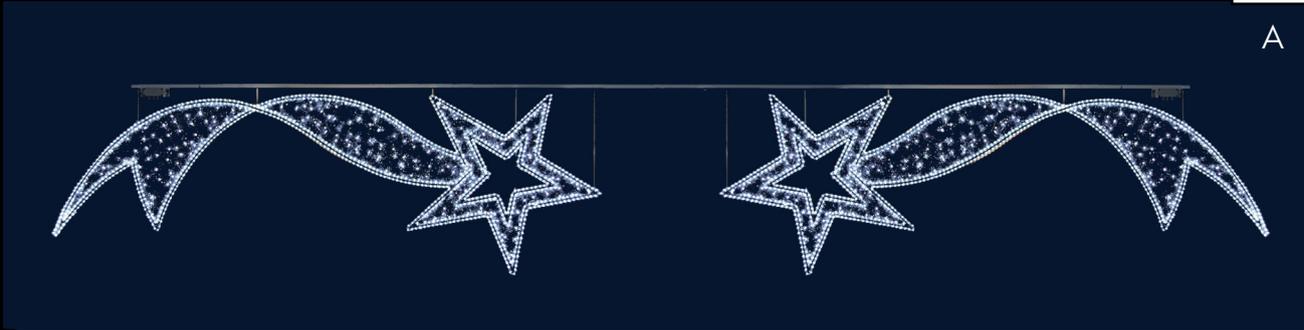


G

# Shooting Star *cross streets*

Section 7, Item B.





A Silver Euro Star Cross Street  
4' x 25' LMS099 (2) 4' x 11.5' Panels

B Red Euro Star Cross Street  
4' x 25' LMS026 (2) 4' x 11.5' Panels

# Garland *cross streets*

Section 7, Item B.



A Poinsettia Streetline  
OH- 756 40' C7 LED



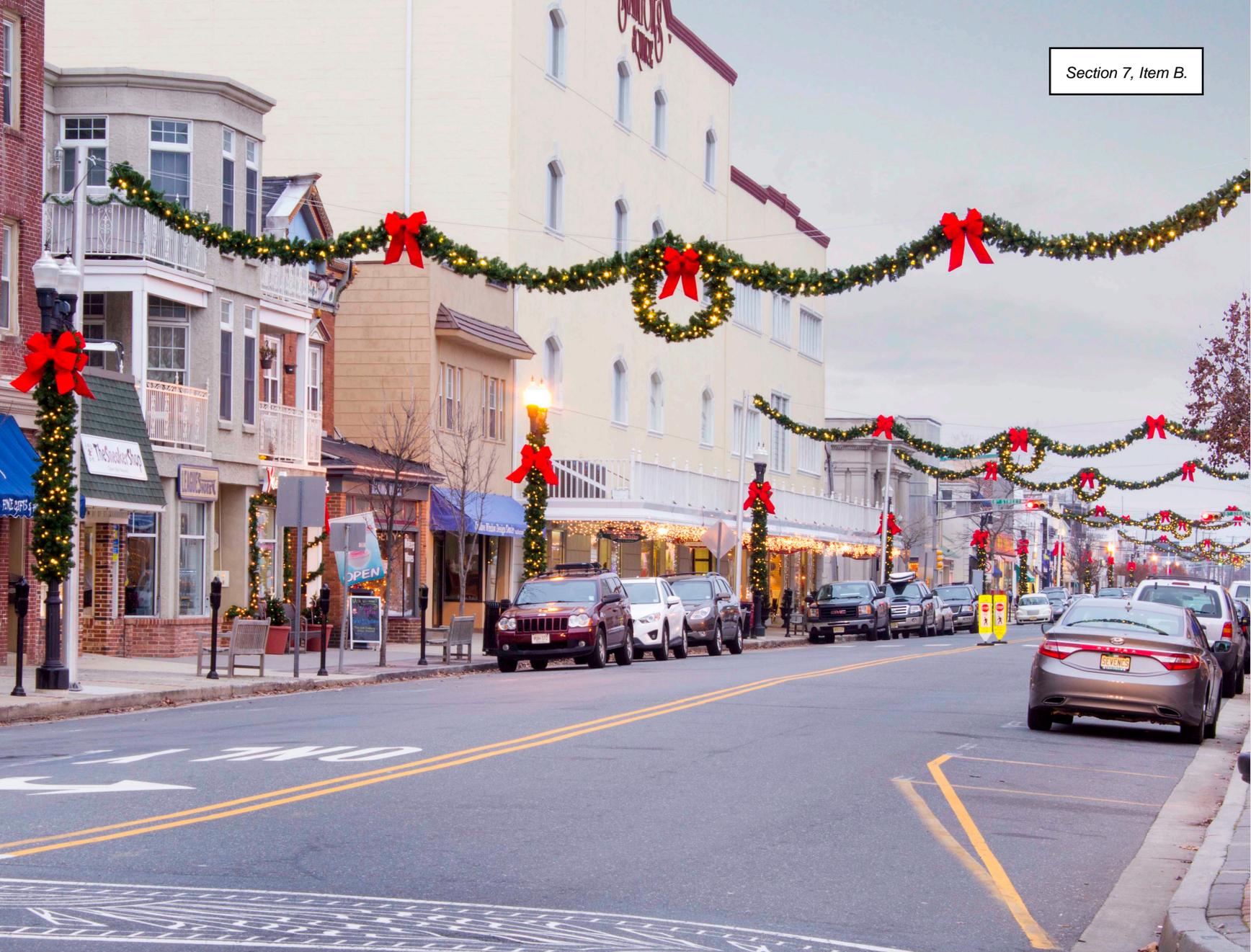
B Single Drape with  
3D Structural Bows  
SLMP40U 40' C7 LED  
SLMP50U 50' C7 LED



C Single Drape with Bow  
Wreath Streetline  
SLBWSLW40 40' C7 LED  
SLBWSLW50 50' C7 LED



D Single Drape with Double  
Bow Wreath Streetline  
SLBW2S40L 40' C7 LED  
SLBW2S50L 50' C7 LED



# Contact Us

Downtown Decorations, Inc.  
309 Wavel Street  
Syracuse, NY 13206

Phone        877-369-6332  
Email        [info@downtowndecorations.com](mailto:info@downtowndecorations.com)  
Web          [www.downtowndecorations.com](http://www.downtowndecorations.com)

RE: cross street

From: Jimmy Alexander <jalexander@downtowndecorations.com>  
Sent: Friday, August 4, 2023 10:54 AM  
To: lboyd <lboyd@lavernia-tx.gov>  
Subject: RE: cross street

Lindsey,

Well, not good news.....the production facility that makes those shooting star cross streets for us has informed us that they have been inundated with orders and their estimated production time would now be after January. I've included the link to the cross streets for you again below in case you want to consider any of the other cross streets.....the garlanded/wreath type, and the snowflake type, are made at a different production facility and they are still available. Let me know if you'd like a quick call to discuss.

[Cross Street Catalog](#)

Thanks so much,

*Jimmy*

Jimmy Alexander  
Account Representative  
Downtown Decorations, Inc.  
712 Agave Ct.  
Fredericksburg, TX 78624  
330-307-9117 Direct  
377-369-6332 ext.454  
[jalexander@downtowndecorations.com](mailto:jalexander@downtowndecorations.com)  
[www.downtowndecorations.com](http://www.downtowndecorations.com)  
<https://downtownbanners.com/>



From: lboyd <lboyd@lavernia-tx.gov>  
Sent: Thursday, August 03, 2023 5:02 PM  
To: Jimmy Alexander <jalexander@downtowndecorations.com>  
Subject: Re: cross street

Hey Jimmy,

Hope all is well!

When would be the cutoff for ordering these and getting them back this Christmas?

Lindsey

From: lboyd <lboyd@lavernia-tx.gov>  
Sent: Tuesday, May 16, 2023 8:16 AM  
To: Jimmy Alexander <jalexander@downtowndecorations.com>  
Subject: Re: cross street

Okay Jimmy, thanks,

We are waiting to see if we can get TxDot Clerence for this, and if so, we will get back to you.





