



DEC 04 '20 13:21

**CITY OF WINDCREST ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**

Regular Meeting

**December 9, 2020
5:30 P.M.**

Windcrest City Hall

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WINDCREST ECONOMIC DEVELOPMENT CORPORATION (WEDC) WILL BE HELD AT WINDCREST CITY HALL, 8601 MIDCROWN, WINDCREST, TEXAS ON THE 9TH DAY OF DECEMBER, 2020 STARTING AT 5:30 P.M. DURING THE MEETING, THE BOARD WILL CONSIDER, DELIBERATE AND MAY TAKE ACTION UPON ANY OF THE SUBJECTS LISTED BELOW.

Vision Statement: Nourish and develop a vibrant community that consistently pushes the limits.

Mission Statement: Facilitate interaction between business, city and other community organizations to nourish the economic health and well-being of Windcrest, its citizens and the region.

Request all pagers and cell phones be turned off, except emergency on-call personnel. Citizens are asked to refrain from talking during proceedings unless recognized by the Presiding Officer.

CITIZEN COMMUNICATION: AS A COURTESY TO CITIZENS IN ATTENDANCE, AND AT THE DISCRETION OF THE PRESIDING OFFICER OF THE MEETING, CITIZENS WILL BE GIVEN A REASONABLE OPPORTUNITY TO STATE THEIR COMMENTS OR ASK QUESTIONS REGARDING ANY ITEM ON THE AGENDA, AND PRIOR TO THE BOARD TAKING ACTION ON ANY ACTION ITEMS LISTED. THE BOARD REQUESTS COMMENTS BE BRIEF, TO THE POINT, AND NO LONGER THAN 5 MINUTES. TIME CANNOT BE YIELDED TO ANOTHER SPEAKER. PLEASE NOTE THAT THE BOARD MAY NOT BE PERMITTED TO RESPOND TO QUESTIONS OR COMMENTS.

Items will not necessarily be discussed or considered in the order they are printed on the agenda below. If, during the course of the meeting, discussion of any item on the agenda should be held in an executive or closed session, the Board will convene in such executive or closed session as permitted by and in accordance with Texas Government Code Chapters 551 and 551.

Consistent with Windcrest City Council Resolution No. 292, the WEDC Board elects to audio and video record its meetings. The recordings are preserved electronically as the official minutes of its meetings.

I. Call To Order

DEC 04 '20 13:21

1. Determination of a Quorum
2. Pledge of Allegiance
3. Prayer
4. Vote to consider the excuse of absent board member(s), if applicable

II. Visitors/Presentations

1. Recognition of John Fagin for his service to the WEDC.
2. Swearing in of Board Members: George Alva, Kevin Compton, Hobson Cunningham and Susie Hamilton.
3. Reappointment of Officers based on Item 2.
4. Executive Directors Report regarding Economic Development Activities.
5. Year ending Financials (Balance, Revenue & Expense) September 2020.

III. Citizens to be Heard

1. Members of the public may sign up to provide public comments to the Board in accordance with Board and City ordinance and policy.

NOTE: Citizens may address the WEDC on topics not on the agenda for no more than three (3) minutes. Only a maximum of four (4) members of the public will be permitted in the City Council Chambers at a time. All attendees will be required to be screened for present signs of COVID-19 prior to entering City Hall. Four (4) hours prior to the meeting, an email to the WEDC Coordinator at knelson@windcrest-tx.gov is required to be added to the attendee list to ensure proper physical distancing seating inside and outside City Council Chambers. An email statement may be sent to the WEDC Coordinator at knelson@windcrest-tx.gov to be read into the meeting to the WEDC Board.

IV. Discuss and Act

1. Storefront and Streetscape Improvement Program Application for Mrs. Kitchen.
2. SA Local Market Event

V. Executive Session

DEC 04 '20 13:21

1. Govt. Code 551.072, 551.071, 551.087 Consultation with Legal Counsel regarding real estate transactions, discussion regarding purchase, lease or exchange of real property within City of Windcrest, and economic development/redevelopment of property.
2. Update on Charter School, YMCA, Rackspace RFP and Walmart Building/Goodwill Prospect.

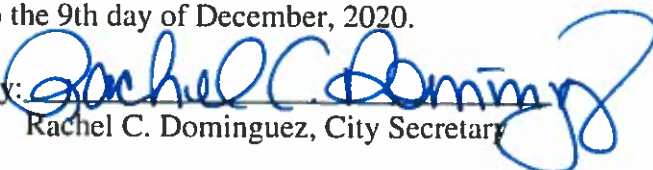
VI. Resume Open Session: Consider and take possible action on matters discussed in executive session, potential purchase of real property and economic incentives request.

VII. General Announcements and Future Agenda Items Requested

VIII. Adjournment

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Directors of the WEDC is a true and correct copy of said Notice and I posted a true and correct copy of said Notice on the bulletin board at the Windcrest City Hall in a convenient place to the public. Said Notice was posted 72 hours prior to the 9th day of December, 2020.

By:


Rachel C. Dominguez, City Secretary

13 -ECONOMIC DEVELOPMENT CORP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
13-1102	CLAIM ON CASH	53,652.54	
13-1105	CASH - CHECKING	989,820.19	
13-1106	Savings - TLF Proceeds	0.00	
13-1115	INVESTMENTS-TEXPOOL#15900001	0.00	
13-1116	INVESTMENTS-TEXPOOL#15900003	0.00	
13-1117	EXPENSE CARD	0.00	
13-1118	EDC - Investment First Public	114,486.67	
13-1204	PREPAID SALES TAX	0.26	
13-1315	DUE FROM GENERAL FUND	0.00	
13-1375	DUE FROM HOT FUND	0.00	
13-1510	A/R SALES TAX	<u>163,476.64</u>	
			<u>1,321,436.30</u>
TOTAL ASSETS			1,321,436.30
=====			
LIABILITIES			
=====			
13-2200	WAGES PAYABLE	0.00	
13-2315	DUE TO GENERAL FUND	0.00	
13-2320	DUE TO TAXING ENTITIES	0.00	
13-2400	A/P PENDING	22,245.82	
13-2401	ACCOUNTS PAYABLE	(2,175.28)	
13-2402	ALAMO TITLE ESCROW FUNDS	0.00	
13-2410	A/P - SALES TAX	18,327.49	
13-2451	A/P SALES TAX PAYBACK	<u>0.00</u>	
	TOTAL LIABILITIES		<u>38,398.03</u>
EQUITY			
=====			
13-3201	FUND BALANCE	<u>990,310.64</u>	
	TOTAL BEGINNING EQUITY	990,310.64	
TOTAL REVENUE		729,000.44	
TOTAL EXPENSES		<u>436,272.81</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		292,727.63	
TOTAL EQUITY & FUND BALANCE		<u>1,283,038.27</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			1,321,436.30
=====			

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED:100.00

	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>								
ALL REVENUES	<u>556,000</u>	<u>556,000</u>	<u>189,645.75</u>	<u>729,000.44</u>	<u>673,442.06</u>	<u>0.00</u>	<u>131.12</u>	(<u>173,000.44</u>)
TOTAL REVENUES	556,000	556,000	189,645.75	729,000.44	673,442.06	0.00	131.12	(173,000.44)
<u>EXPENDITURE SUMMARY</u>								
<u>00-GENERAL EXPENDITURES</u>								
SALARIES & BENEFITS	221,064	221,064	17,620.12	151,970.85	111,788.81	0.00	68.75	69,093.15
OTHER EXPENSES	295,100	295,100	9,000.22	61,653.96	139,391.05	1,905.49	21.54	231,540.55
CAPITAL EXPENSES	0	0	0.00	37,648.00	0.00	0.00	0.00	(37,648.00)
OTHER INCOME/EXPENSES	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL 00-GENERAL EXPENDITURES	516,164	516,164	26,620.34	251,272.81	251,179.86	1,905.49	49.05	262,985.70
TOTAL EXPENDITURES	516,164	516,164	26,620.34	251,272.81	251,179.86	1,905.49	49.05	262,985.70
REVENUE OVER/(UNDER) EXPENDITURES	39,836	39,836	163,025.41	477,727.63	422,262.20	(1,905.49)	1,194.45	(435,986.14)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED:100.00

REVENUES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
13-4105 INCOME - OTHER	0	0	0.00	0.00	20.00	0.00	0.00	0.00
13-4110 INCOME - OTHER (HOT)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4111 INCOME - OTHER (GEN.FUND)	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4112 INCOME-WALZEM RD GRANT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4113 INCOME-CORPORATE DONATIONS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-4115 SALES TAX (.25)	554,000	554,000	189,638.32	722,292.53	659,661.77	0.00	130.38 (	168,292.53)
13-4301 INTEREST	2,000	2,000	7.43	6,707.91	13,760.29	0.00	335.40 (	4,707.91)
13-4900 PROCEEDS FROM CAPITAL LEASE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	556,000	556,000	189,645.75	729,000.44	673,442.06	0.00	131.12 (	173,000.44)

CITY OF WINCREST
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED:100.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
00-GENERAL EXPENDITURES =====								
<u>SALARIES & BENEFITS</u>								
13-500-009 SALARIES - EDC	37,000	42,000	4,502.86	41,691.00	24,963.62	0.00	99.26	309.00
13-500-010 ADMINISTRATIVE EXPENSES	1,000	1,000	0.00	0.00	0.00	0.00	0.00	1,000.00
13-500-011 EDC LONGEVITY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-013 STIPEND	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-018 EDC EDUCATION PAY	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-020 EDC OVERTIME	2,000	2,000	0.00	0.00	0.00	0.00	0.00	2,000.00
13-500-030 SOCIAL SECURITY-EDC	4,000	4,000	348.78	3,393.70	1,827.23	0.00	84.84	606.30
13-500-040 HEALTH INSURANCE-EDC	9,064	9,064	727.45	8,729.40	8,465.24	0.00	96.31	334.60
13-500-050 RETIREMENT-EDC	4,400	4,400	341.03	3,333.09	1,876.62	0.00	75.75	1,066.91
13-500-060 WORKERS COMPENSATION-EDC	1,100	1,100	0.00	1,100.00	1,000.00	0.00	100.00	0.00
13-500-070 UNEMPLOYMENT COMPENSATION	500	500	0.00	123.66	136.10	0.00	24.73	376.34
13-500-080 CONTRACT LABOR	162,000	157,000	11,700.00	93,600.00	73,520.00	0.00	59.62	63,400.00
13-500-095 TERMINATION PAYOUT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	221,064	221,064	17,620.12	151,970.85	111,788.81	0.00	68.75	69,093.15
<u>OTHER EXPENSES</u>								
13-500-100 PUBLIC RELATION FEES-GENERAL	15,000	15,000	633.27	5,138.21	50.21	170.49	35.39	9,691.30
13-500-115 MOBILE TELEPHONE	600	600	56.38	1,831.03	373.87	0.00	305.17 (	1,231.03)
13-500-120 DUES & SUBSCRIPTIONS	500	500	0.00	145.00	192.35	0.00	29.00	355.00
13-500-130 TRAINING	7,000	7,000	0.00	540.00	1,807.62	0.00	7.71	6,460.00
13-500-132 TRAVEL	10,000	10,000	0.00	0.00	35.00	0.00	0.00	10,000.00
13-500-135 MEALS & ENTERTAINMENT	5,000	5,000	0.00	555.25	626.79	0.00	11.11	4,444.75
13-500-150 EMP MED COST ASSIST	0	0	0.00	298.99	0.00	0.00	0.00 (	298.99)
13-500-200 COMPUTER MAINTENANCE	4,000	4,000	136.23	168.69	43.29	0.00	4.22	3,831.31
13-500-201 WEBSITE MAINTENANCE	2,000	2,000	0.00	1,758.75	6,531.78	0.00	87.94	241.25
13-500-205 REPAIRS & MAINT OF BUILDING	1,000	1,000	1,735.00	1,735.00	93.24	1,735.00	347.00 (	2,470.00)
13-500-250 LEGAL EXPENSES	50,000	50,000	4,393.40	26,925.76	43,306.34	0.00	53.85	23,074.24
13-500-290 AUDIT	6,000	6,000	0.00	4,430.00	4,300.00	0.00	73.83	1,570.00
13-500-325 SALES TAX COLLECTION SERVICE	1,800	1,800	0.00	0.00	0.00	0.00	0.00	1,800.00
13-500-430 SUPPLIES	4,000	4,000	78.44	2,085.00	2,657.25	0.00	52.13	1,915.00
13-500-440 ELECTION EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-510 VEHICLE EXPENSE-EDC	1,000	1,000	0.00	166.79	108.86	0.00	16.68	833.21
13-500-515 HEALTH EXPENSE ALLOW-DIRECTO	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-520 MOVING EXPENSE-DIRECTOR	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-540 VEHICLE FUEL	1,000	1,000	0.00	59.25	57.00	0.00	5.93	940.75
13-500-590 POSTAGE	500	500	0.00	445.10	110.00	0.00	89.02	54.90
13-500-630 LEGAL ADVERTISING	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-640 COPIER USAGE	1,200	1,200	0.00	0.00	0.00	0.00	0.00	1,200.00
13-500-650 WALZEM RD GRANT EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-700 CONTINGENCIES	2,500	2,500	0.00	216.08	266.67	0.00	8.64	2,283.92
13-500-750 EDC PROJECTS	111,000	111,000	0.00	10,291.73	4,571.23	0.00	9.27	100,708.27
13-500-751 PROMOTING WINDCREST	71,000	71,000	1,967.50	4,863.33	14,259.55	0.00	6.85	66,136.67
13-500-752 SERVICES AGREEMENT GEN. FUND	0	0	0.00	0.00	60,000.00	0.00	0.00	0.00
TOTAL OTHER EXPENSES	295,100	295,100	9,000.22	61,653.96	139,391.05	1,905.49	21.54	231,540.55

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REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

13 -ECONOMIC DEVELOPMENT CORP

% OF YEAR COMPLETED:100.00

DEPARTMENTAL EXPENDITURES	ORIGINAL BUDGET	AMENDED BUDGET	CURRENT PERIOD	YEAR TO DATE BALANCE	PRIOR YEAR YTD BALANCE	TOTAL ENCUMBERED	% OF BUDGET	BUDGET BALANCE
<u>CAPITAL EXPENSES</u>								
13-500-800 EDC PROJECTS	0	0	0.00	37,648.00	0.00	0.00	0.00 (	37,648.00)
13-500-801 PROMOTING WINDCREST	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-810 CAPITAL EXPENSE	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-890 TLF LOAN PAYMENTS	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-891 RACKER ROAD PROJECT	0	0	0.00	0.00	0.00	0.00	0.00	0.00
13-500-892 TLF INTEREST	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL CAPITAL EXPENSES	0	0	0.00	37,648.00	0.00	0.00	0.00 (	37,648.00)
<u>OTHER INCOME/EXPENSES</u>								
13-500-900 PRIOR PERIOD ADJUSTMENT	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OTHER INCOME/EXPENSES	0	0	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 00-GENERAL EXPENDITURES	516,164	516,164	26,620.34	251,272.81	251,179.86	1,905.49	49.05	262,985.70
TOTAL EXPENDITURES	516,164	516,164	26,620.34	251,272.81	251,179.86	1,905.49	49.05	262,985.70
REVENUE OVER/ (UNDER) EXPENDITURES	39,836	39,836	163,025.41	477,727.63	422,262.20 (	1,905.49)	1,194.45 (	435,986.14)

**STOREFRONT AND STREETSCAPE
IMPROVEMENT PROGRAM
APPLICATION**

Applicant Name: GARLAN J. McPHERSON

Applicant Address: [REDACTED]

Contact Person: KEITH SCOTT

Phone: [REDACTED]

Email: [REDACTED]

Business Description: SOUL FOOD RESTAURANT

Certificate of Occupancy/Business Registration Number and Date Issued: _____

Texas Sales and Use Tax I.D. Number: [REDACTED]

Relationship between the Applicant and the storefront and/or streetscape:

☐ Owner ☒ Tenant

Property Owner: EP PLAZA PARTNER'S

Property Owner's Phone: _____

Length and expiration date of lease of business: _____

OCT 16 2025

If expiration date less than 2 years, do you intend to renew? _____

Square footage of establishment: _____

8,344

Days/hours of operation: _____

TUES TO SATURDAY 11:00 TO 8:00 PM / SUNDAY 12 TO 6:00 NOON - 7 PM

Are all of the business' local, state and federal taxes paid up-to-date?

☒ Yes

☐ No (if no, provide explanation)

Does the business have any outstanding City of Windcrest code violations and/or fines?

☐ Yes

☒ No (if yes, provide explanation)

Grant Amount Requested: _____

\$ 7,132.00

Estimated Cost of the Project: _____

\$ 14,267.00

Worked to be performed by: _____

SIGNAROMA

Estimated Project Start and End Dates: _____

12-1-2020

What is Applicants' current or past community involvement?:

FEED HOMELESS
LIKE CONVICTED FELONS, BLESS NOW PRODUCE
WITH FOOD, FUND DIFFERENT PROGRAMS
FOR YOUTH. OVERALL BLESS OUR COMMUNITY.

Please include the following information with your application:

1. If the Applicant is a business tenant, letter of permission from the property owner to participate in the Storefront and Streetscape Improvement Program
 - a. Letters should include the expiration date of the current lease
2. Color photographs of existing conditions with description of what is represented in each photograph prior to making the proposed improvements
3. Written statement of the project scope and why improvements are needed. Provide as much detail as possible, including what you are changing or replacing, type of new materials to be used, color, location on building, etc.
4. Architectural drawings and/or renderings of the improvements, reflecting placement, materials and colors to be used. Some minor projects may only require pictures of materials.
5. A copy of bids from at least two (2) different contractors plus an additional bid if Applicant is a licensed contractor and plans to do the work.

By affixing your signature the Applicant acknowledges they have read and agreed to the Windcrest Economic Development Corporation Storefront and Streetscape Improvement Program Guidelines and General Conditions. The Applicant understands that this application and its contents shall be binding on the Applicant at the discretion of the WEDC. Applicant understands that all grants are awarded on rebate basis after all work has been certified completed by the Windcrest Economic Development Corporation. Applicant understands that his/her project will be evaluated and recommendations made as to scope of work to be included in the Storefront and Streetscape Improvement Program. Applicant understands that submittal of this application in no way guarantees him/her a grant from the Windcrest Economic Development Corporation. Applicant understands that additional information may be requested as needed. The Windcrest Economic Development Corporation reserves the right to reject any and all applications at its sole discretion.

It is expressly understood that work commenced or completed prior to the final approval of the grant is ineligible for funding. The Applicant is solely responsible for overseeing the work and will not seek to hold the City of Windcrest or the Windcrest Economic Development Corporation liable for any property damage, personal injury, or other loss related to the Storefront and Streetscape Improvement Program. The Applicant agrees to indemnify the City of Windcrest and Windcrest Economic Development Corporation and/or their agents, employees, officers and/or directors from any claims or damages resulting from the project, including reasonable attorneys' fees.

If property is owned by a corporation, partnership, or joint venture, an individual legally authorized to represent the entity must sign below on behalf of the entity.

Signature of Applicant: Garlan L. McPherson Date: 11-30-2020

Printed Name of Applicant: GARLAN L. McPherson Title: owner / chef

Signature of Property Owner: _____ Date: _____

Printed Name of Property Owner: _____ Title: _____

A DREAMWEAVER FLORIST

PROPOSAL FOR MRS. KITCHEN SOUL FOOD

A DREAMWEAVER FLORIST is pleased to submit this proposal for services as we commit to provide a professional and unforgettable event.

MRS. KITCHEN SOUL FOOD

5237 WALZEM RD

San Antonio, TX 78218

**2- 3 ½ FT TALL CURED CERAMIC POTTERY FILLED WITH
LIVE PLANTS.....\$ 450.00 EC**

TOTAL: \$ 900.00

Terry Martin, Owner

DATE: _____

Authorized Representative

DATE: _____

Thank you for your consideration of A Dreamweaver Florist for your special event.

Signarama

The way to grow your business.

2411 NE Loop 410, Ste. 106
San Antonio, TX 78217

Work In Progress

Date	WIP #
10/27/2020	17880

Name / Address

Mrs. Kitchen
Garlan McPherson
5237 Walzem
Windcrest, TX 78218

P.O. No.	Terms	Due Date	Rep	Job#-WIP#	Contact	Phone #	Fax #
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10/27/2020

Item	Description	Qty	Total
ARTWORK			0.00T
CHANNEL LETTERS	Custom Illuminated Channel Letters Details: 22"-43" channel letters internally illuminated LED's, Flush mount, 18x180 Cigar box, 52x96 Logo. 5" Black returns, individually mounted.		8,500.00T
WINDOW LETTERI...	48INCHx16FOOT window lettering (Cast translucent red graphics)(Cast Black Graphics)	2	1,152.00T
Upgrade Material	Upgrade full color print and cut with UV lamination (Logo Print and Cut) Times Two faces	24	144.00T
PERMIT-ELECTRIC	Process and Application for Permit of Electric Sign		350.00T
INSTALL/PERMITS	At City Cost (To Be Determined) City of Windcrest		0.00T
INSTALL-ELECTRIC	Installation of Electrical Sign channel letters, and installation of graphics to existing tenant pylon sign.		2,200.00T
	Subtotal		12,346.00

Thank you for your order!

Sign and logo remain the property of SIGN*A*RAMA until paid in full. This invoice is for the above items only. Any changes or deletions by the customer not charged for herein will be billed separately. 50% Deposit due at time of order, balance due upon completion. Please pay from this invoice. No statement will be sent.

Deposit Rec'd

Subtotal \$12,346.00

Sales Tax (8.25%) \$1,018.55

Total \$13,364.55

Signature _____

Signature _____

Each Sign*A*Rama is Independently Owned and Operated.
www.signarama.com

Customer E-mail

scott1keith@yahoo.com

Phone #

Fax #

E-mail

Web Site

210-651-7333

210-651-7335

mcsigns@sbcglobal.net

www.signarama.com



Proposed Sign approved Subject to
Compliance with Landlord's Sign
Criteria.
Approved By: [Signature]
Date: 11/20/2010



2411 NE Loop 410 Ste. 106
San Antonio, TX 78217
www.slgns-sanantonio.com
210-651-7333
Fax: 210-651-7335
mcsigns@sbcglobal.net
basigns@sbcglobal.net

Client Name & Info:
(CUSTOMER INFO)

Date Revisions
(DATE) (#)

File Name:
FILE NAME

Sign Description:
(ORDER / SIGN INFO)

Additional Info / Production:
N/A



11/20/20

☐ APPROVE AS IS ☐ PLEASE SEND A NEW PROOF ☐ PRESS PROOF

Accepted by:

Date

PLEASE PROOF READ TEXT CONTENT (Sign-A-Rama will do it's best to catch any misspellings or grammatical errors. But final approval will be the responsibility of the customer)

DRAWING NOT TO SCALE. COLORS ON FINISHED PRODUCT MAY SLIGHTLY VARY FROM ELECTRONIC PROOF. IF YOU REQUIRE A PRESS PROOF, PLEASE CHECK PRESS PROOF BOX.

This drawing is submitted for your review and approval and is the exclusive property of Sign-A-Rama. It may NOT be reproduced, copied exhibited or utilized for any purpose, in part or in whole, by any individual without written consent of Sign-A-Rama. Colors Depicted on any sketch cannot be taken as an exact color match to the final product due to different viewing software, monitor settings, etc. Final color on any item will be as described when order was placed, or as close a match as possible.

"A Business without a Sign
Is a Sign of No Business"



Estimate

Page 1 of 2



Signs By Tomorrow

1202 N. Flores

San Antonio, TX 78212

ph. 210-892-0203

fax 210-892-0206

email: sanantoniott@signsbytomorrow.com

Estimate:

100 17844

Printed

11/10/2020 5:04:40PM

Description: **Store front Signage & Illuminated Monument Signs Faces**

Prepared For: Keith Scott

ph: (210) 584-0390

Company: Mrs. Kitchen

Estimate Date: 11/10/2020 2:27:06PM

email: scott1keith@yahoo.com

Dear Keith:

Terms & Conditions

- 1.) Quotes are valid for 30 days from date of issue
- 2.) Minimum order if \$50.00 and a 50% deposit is required to start any order and/or layout.
- 3.) Balance of payment is due in full upon delivery of order.
- 4.) A layout will be provided when deposit has been received. Layouts will be provided by the next business day. Additional charged apply for same day layouts.
- 5.) On custom orders, customer will be responsible for 50% of order if canceled after production is authorized by customer.
- 6.) Customer will forfeit deposit if order is canceled after any artwork has been produced/created.
- 7.) 20% restocking fee will be charged on approved estimate prior to artwork being created.
- 8.) Additional artwork changes may be billed starting at \$65.00 per hour
- 9.) Customer must approve layout in order to proceed to production
- 10.) SBT is not responsible for any mistakes found after signs have been produced from approved layout.
- 11.) Customer will be responsible for a minimum of 50% of cost to reproduce corrected signs.
- 12.) SBT has the right to deny content that is deemed inappropriate or offensive.
- 13.) Orders for sign supplies and equipment cannot be canceled once the deposit has been made.

DUE TO CONTINUED RISING COST OF CREDIT CARD FEES – ALL CREDIT CARD PAYMENTS WILL HAVE A 3.5% SURCHARGE.

Customers will be notified via email and/or phone call when signs are ready

Sincerely,

Rudy Hernandez
Account Executive

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Layout Fee	*	1	1	1	1	\$50.00	\$0.00	\$50.00

Color:

Description:

Text:

2 Lexan (Polycarbonate)		2	1	54	198	\$1,164.50	\$0.00	\$2,329.00
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Color:

Description: Tranlucent Vinyl on 3/16 Lexan

Text: Mrs Kitchen Logo

3 Channel Letters	*	1	1	1	1	\$20,400.00	\$0.00	\$20,400.00
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Color: White

Description: Front Lit Channel Letters- Standard Color, black returns/ black trimcap, mounted on raceway painted to match fascia

Text: Mrs Kitchen Logo

"Imagine It . . . We Can Do It . . ."

Estimate

Page 2 of 2



Signs By Tomorrow

1202 N. Flores

San Antonio, TX 78212

ph. 210-892-0203

fax 210-892-0206

email: sanantoniodt@signsbytomorrow.com

Estimate:

100 17844

Printed

11/10/2020 5:04:40PM

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
4 Permit	*	1	1	1	1	\$250.00	\$0.00	\$250.00

Color: White

Description: Permit Acquisition

*Does not include permit cost. Permit is an additional fee

Text:

5 Installation	*	1	1	1	1	\$5,400.00	\$0.00	\$5,400.00
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Color:

Description: Install the Above

Text:

Notes:

Line Item Total:	\$28,429.00
Tax Exempt Amt:	\$5,700.00
Subtotal:	\$28,429.00
Taxes:	\$1,875.15
Total:	\$30,304.15

Deposit Required: \$15,152.08

Company: Mrs. Kitchen
5237 Walzem
San Antonio, TX 78218

Received/Accepted By:

/ /

"Imagine It . . . We Can Do It . . ."

WINDCREST
TEXAS

APPLICATION FOR
FOOD/FROZEN DESSERT/FROZEN BEVERAGE /LIQUOR
MOBILE VENDOR/TEMPORARY FOOD
ESTABLISHMENT PERMIT

Part I (Please Print)

Business Name: MRS. Kitchen Soul Food Restaurant Phone # [REDACTED]
Business Address: 5237 WALZEM RD City WINDCREST St TX Zip 78218
Sales Tax ID #: [REDACTED]
Corporate Name: IVA
Corporate Address: _____
City: _____ St _____ Zip _____ Phone # _____
Property Owner: EP PLAZA PARTNERS Phone # [REDACTED]
Property Owner Address: 6500 MONTANA City EL PASO St TX Zip 79925
Name of Applicant: GARLAND McPHERSON Phone # [REDACTED]
Applicant's Address: [REDACTED] City SCHERTZ St TX Zip [REDACTED]

Where do you prefer the permit(s) to be sent? Please select one: ☐ Corporate ☐ Local

Proposed Use of Property/Type of Business: Soul Food Restaurant

Part II (Please select the type of permit(s) the establishment will need)

- ☐ Food ☐ Frozen Dessert ☐ Frozen Beverage ☐ Mixed Liquor Beverage
☐ Beer - off premises ☐ Wine & Beer ☐ Wine & Beer - off premises
☐ Mobile Food Vendor ☐ Temporary Food

Food Permit Fee: Proposed Number of Employees (including proprietor): 11-20 \$ 400.00
1-3 Employees \$100.00 7-10 Employees \$300.00 21 + Employees \$500.00
4-6 Employees \$200.00 11-20 Employees \$400.00

Frozen Dessert/Frozen Beverage Machine Fee: \$125.00 per establishment \$ _____

Liquor Fee: Mixed Liquor Beverage \$375.00 Wine & Beer \$87.50
Wine & Beer - off premises \$30.00 Beer - off premises \$30.00 \$ _____

Mobile Food Vendor: \$150.00 Temporary Food Permit: \$50.00 \$ _____

Total Amount: \$ 400.00

I hereby certify that the information listed is correct to the best of my knowledge and understand that food/beverage and liquor permits are not transferable. Any changes regarding ownership, type of establishment, name or location of establishment, I will notify the Permits Clerk at (210) 655-0022 ext. 2320 to apply for a revised permit.

Signature of Applicant: Gail L. Myler Date 10-27-2020