



AGENDA MEMORANDUM
CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION

Meeting July 18, 2016

DATE: June 30, 2016

TO: President and Honorable Board Members,
Corpus Christi Business and Job Development Corporation

THROUGH: Margie C. Rose, City Manager

FROM: Constance P. Sanchez, Director of Finance
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Economic Development Sales Tax Workshop
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CAPTION:

Discussion and possible action in sending Type A Board members and City staff members to the Economic Development Sales Tax Workshop.

PURPOSE:

The purpose of this item is to coordinate to fulfill the training requirements for the Type A Board through the Economic Development Sales Tax Workshop.

BACKGROUND AND FINDINGS:

The Economic Development Sales Tax Workshops, held by the Texas Economic Development Council (EDC), are designed specifically for EDC Board Members and local elected officials and include information about economic and community development in general, and changes to the Economic Development Sales Tax Law. This training includes Type A and Type B Boards. The workshops include a discussion of changes to the Economic Development Sales Tax law that occurred during the 84th Session of the Texas Legislature. Workshop attendees will receive an Open Meetings Act and Public Information Act certification as a part of this course. Attendees of the Economic Development Sales Tax Workshop will be provided training materials, a light breakfast, and lunch.

Texas Local Government Code §552.101 requires that at least one person from either the city attorney's office or the city clerk or administrator's office and the executive director of the Corporation or another person responsible for the daily administration of the Corporation attend the workshop every 24 months. The City's Business Liaison attended in September 2014. A member of the City's legal department last attended the workshop in December 2014. According to our records, Board Member Gabe Guerra attended in December 2014. The remaining Board Members, the new Type A Attorney and the new Executive Director have not attended.

There are three workshops available for 2016:

- August 26, 2016 in Lubbock
- September 23, 2016 in Houston
- December 9, 2016 in Austin

Estimated cost of attendance as is as follows:

ED Sales Tax Workshop Costs			
City	Lubbock	Houston	Austin
Date	8/26/2016	9/23/2016	12/9/2016
Registration	\$ 175.00	\$ 175.00	\$ 175.00
Lodging	\$ 109.00	\$ 119.00	\$ 129.00
Mileage (\$0.54 per Mile)	\$ 571.32	\$ 234.36	\$ 227.88
Per Diem	\$ 46.00	\$ 59.00	\$ 59.00
Estimated Cost Per Attendee	\$ 901.32	\$ 587.36	\$ 590.88

Full Attendance Scenario			
2 City Staff	\$ 2,703.96	\$ 1,762.08	\$ 1,772.64
4 Board Members	\$ 3,605.28	\$ 2,349.44	\$ 2,363.52
Estimated Cost for All Attendees	\$ 6,309.24	\$ 4,111.52	\$ 4,136.16

Staff recommends attending the Houston workshop, which keeps us in compliance and has the lowest cost for attendance.

ALTERNATIVES:

The Board can recommend Lubbock or Austin Workshops.

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2015-2016	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$15,000.00		\$15,000.00
Encumbered / Expended Amount				
This item		\$ 4,111.52		\$ 4,111.52
BALANCE		\$10,888.44		\$10,888.44
Fund: 1/3 of cost from each fund: #1120, #1130, #1140				

RECOMMENDATION:

Staff recommends the Board authorize full attendance for the Houston workshop, which keeps us in compliance and has the lowest cost for attendance.

LIST OF SUPPORTING DOCUMENTS:

ED Sales Tax Workshop Schedule
Sales Tax Workshop Summary