

Sweeny Economic Development Corporation
Regular Meeting Minutes
December 9, 2024

I. Call to Order

Jenny Massey called to order the meeting of the Sweeny Economic Development Corporation at 6:00 pm on December 9, 2024, at Sweeny City Hall.

II. Roll Call

Michelle Medina conducted roll call. The following were present: Katie Goff, Bill Hayes, Neal Bess Jr., Brian Brooks, Jenny Massey, and Kay Roe.

Absent: Brittanie Hopkins

Visitors: Mayor Dusty Hopkins and Shaun Massey

III. Financial Report – October and November 2024

M. Medina gave the financial report for October and November 2024. K. Goff made a motion to approve the financial report for October and November 2024. K. Roe 2nd. All in favor and motion carried. M. Medina mentioned that we would need to transfer some funds to cover the next loan payment. Discussion on each bank account and what is paid from each. Money Market account is the account we pay our loan from. Now account is the account that all our checks are written off. We also have a TexPool account that gets the most interest. B. Hayes made a motion to transfer \$15,000 from the TexPool account to the Money Market account at FSB #1038451, pending no minimum balance requirement. K. Goff 2nd. All in favor and motion carried.

IV. Minutes for Regular Meeting November 2024

B. Brooks made a motion to approve the November regular meeting minutes. K. Roe 2nd. All in favor and motion carried.

V. Reports

EDC Executive Director:

Continue working from home. B. Hopkins and I have been working on cleaning up QuickBooks. Getting ready for the audit that goes along with the city audit. I spoke with Dwain at Stewart's about his performance agreement. They are getting the sales tax paperwork and employee report together to present to the EDC board. I attended the Bulldog Market Grand opening. Met with Nina Christie, realtor, to discuss the sale of Stewart's building. I met with the students that will be working on the EDC newsletter. Emails with David Jordan about the sewer expansion. I spoke with Stark, Inc. Cecil has completed the mowing and will spray around certain areas to keep the grass from growing. I have been speaking with Grant, the utility consultant working with TNMP on the electrical at the industrial park. No new incentive or block grants have been given out.

City:

The water project is going well.

VI. Old Business:

- a. Industrial Park Project – B. Brooks did go out and measure the distance from P66 to the end of the road. Rough estimate (without filling out PowerClerk application) \$80,000 does not include transformers or other services. D. Jordan said sewer would run upwards of \$20,000 for grinder station. Does not include manholes or piping and we will have to have an engineer bid. N. Bess made a motion to work with the city engineer – O'Malley and Clay to give us an estimate cost on routing the sewer. K. Roe 2nd. All in favor and motion carried. Discussion on offering Stark Inc. and Equipment Share the option to put in a septic system.
- b. Discuss and act as needed lights on main street repair – M. Medina stated she has no new information.
- c. Discuss and act as needed changes to existing block grant – the committee met and would like to make some changes. M. Medina explained we have a Business Improvement Grant (BIG grant). It is a matching grant. The EDC could just discontinue the Block Grant and go back to the BIG grant. K. Roe made a motion to discontinue the Block grant and move to use the BIG grant. N. Bess 2nd. All in favor and motion carried. B. Hayes asked to send everyone a copy of the BIG grant.

VII. New Business:

- a. Discuss and act as needed immediate goals for Industrial Park for compliance of covenants – K. Roe began explaining about being in compliance of the covenants. N. Bess stated to please send everyone a copy of the CC & R's. N. Bess made a motion to table until everyone had a chance to look over the CC & R's. K. Roe 2nd. All in favor and motion carried.
- b. Discuss and act as needed EDC compliance vs Businesses compliance at the Industrial Park – K. Roe stated the same as item A.
- c. Discuss and act as needed financial strategies to obtain funding for completion of the industrial park to include discussing seeking loan – we do not have all the amounts. It was mentioned we look into a share secure loan. K. Roe made a motion to table. N. Bess 2nd. N. Bess abstained. Motion carried.
- d. Discuss and act as needed to amend 2024/2025 budget – M. Medina made the changes to the payroll, removed the City Publication and Fireworks. K. Roe made a motion to amend the budget and put the \$42,002.28 difference in the industrial park. K. Goff 2nd. All in favor and motion carried. M. Medina stated she will make sure the budget is balanced.
- e. Discuss and act as needed legal action for non-payment of agreement with EDC and Elvira Alvarez – B. Hayes made a motion to send Elvira Alvarez a certified letter prepared by our attorney to start legal ramifications. N. Bess 2nd. All in favor and motion carried.
- f. Discuss and act as needed to clarify Executive Director benefits – M. Medina is asking for clarification on PTO hours. She was told after her evaluation her benefits would continue. B. Hayes made a motion to continue PTO (20 days (4 hours a day), she will get the same holidays as city employees and continue with her insurance. K. Roe 2nd. B. Brooks oppose, J. Massey abstained. Motion carried.

Close regular session at 7:43 pm

Open executive session at 7:44 pm

Close executive session at 8:22 pm

Reconvene regular session at 8:22 pm

K. Roe made a motion to propose terms for the proposed performance agreement of 15 years to retire annually or accumulated sales tax the appraised value of the property (with attorney approval/advise) and to begin with 20 employees. B. Brooks 2nd. All in favor and motion carried.

VIII. **Announcements/Items for Community Interest**

N. Bess wants everyone to look at the duties of the Board Members. Appreciates Brittanie stepping up and helping. Also look at the duties of the Executive Director.

M. Medina stated Jessica from P66 sent an email stating that P66 will be starting a shut down. 3000 additional contractors. Will start January 7.

N. Bess made a motion to adjourn the meeting at 8:42 pm.

Approved and passed January 13, 2025
Michelle Medina, Executive Director