



CITY COUNCIL MEETING REGULAR SESSION

Tuesday, October 15, 2024 at 6:00 PM

City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas

AGENDA

BE IT KNOWN that the City Council of the City of Sweeny will meet in **Regular Session** on **Tuesday, October 15, 2024 at 6:00 PM**, at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda. Council is conducted under modified Roberts Rules of Order as approved by Resolution 102-16; July 19, 2016. In accordance with Chapter §551 of the Texas Government Code, if required, the Council may conduct an executive session on any of the agenda items provided the City Attorney is present.

CALL TO ORDER/ROLL CALL

PLEDGES & INVOCATION

CEREMONIAL PRESENTATIONS

1. Sweeny Beautification Committee's Yard of the Month
2. Proclamations (2): First Methodist Church of Sweeny; 100th Anniversary
Veterans Day, November 11, 2024

CITIZENS WISHING TO ADDRESS CITY COUNCIL

This item is available for those citizens wishing to address City Council on an issue not on the agenda. Any item discussed cannot be voted on but could be considered for placement on the agenda of the next regularly scheduled meeting. Limited to three (3) minutes.

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member; in which event, the items will be removed from the consent agenda and considered separately.

3. Minutes: Regular Session, September 17, 2024 & Special Session, September 26, 2024.
4. Personnel Status Update
5. Project Status Report
6. FY 2023/2024 Departmental Quarterly Reports; 4th Quarter (July-September 30, 2024)

REGULAR AGENDA

7. Discussion and possible action to Ordinance 24-108, De-annexing 2.68 acres from the City of Sweeny.
8. Discussion and possible action to accept proposal from BTEL and allow Interim City Manager to enter into contract.
9. Discussion and possible action to appoint applicants to the Sweeny Economic Development Corporation Board.
10. Discussion and possible action to appoint applicants to the Parks and Recreation Board.
11. Discussion and possible action to Resolution 24-115, designating authorized signatories for contractual documents and documents requesting funds pertaining to the CDBG-MIT General Land Office State Contract No. 22-082-007-D205.
12. Discussion and possible action to budget amendment requested for building maintenance.
13. Discussion and possible action to contractual agreement for Plumbing Inspections, Building Inspections, and Reviewal Services for FY 2024 / 2025.
14. Discussion and possible action to Resolution 24-116, designating a representative and alternative to the Houston-Galveston Area Council (HGAC), 2025 General Assembly.
15. Discussion and possible action to annual reminder of the functions, powers, and responsibilities of elected officials.
16. Discussion and possible action to the Texas Comptroller's Office update on sales and use tax allocations for the Industrial Park.

ITEMS OF COMMUNITY INTEREST

ADJOURN REGULAR SESSION

I certify that the notice and agenda of items to be considered by the Sweeny City Council on **October 15, 2024** was posted on the City Hall bulletin board on the _____ day of _____, 2024, at approximately _____AM / PM.

 Kaydi Smith, City Secretary

I hereby certify that this Public Notice was removed from the City Hall bulletin board on the _____ day of _____, 2024 at approximately _____AM / PM.

 Kaydi Smith, City Secretary



**CITY OF SWEENY
OFFICE OF THE MAYOR**

WHEREAS, the year 2024, marks the 100th Anniversary of the First Methodist Church in Sweeny, Texas, which was and continues to be, dedicated to the service of God and humanity; and

WHEREAS, we give pause, honor and praise for the deep and abiding Christian commitment of those who in faith began this work, and for all those who have given so unselfishly during these many years to help the work grow and thrive, and provide valuable human services where the need was great; and

WHEREAS, our entire community has benefitted from the charity and Christian influence this church has exerted through the years, and the many facets of its outreach and practical assistance to the needy; and

WHEREAS, it is a pleasure to extend this expression of our esteem and best wishes to the members of this congregation on the memorable occasion of this 100th Anniversary;

NOW, THEREFORE, I, Dusty Hopkins, Mayor of the City of Sweeny, Texas, urge all citizens of Sweeny and surrounding communities to join together in recognition and appreciation for the members, past and present, of the congregation of *First Methodist Church of Sweeny* for their commitment and Christian contributions to our entire extended community.

IN OFFICIAL RECOGNITION WHEREOF, I hereby affix my signature this 15th day of October 2024.

Mayor, Dusty Hopkins



**CITY OF SWEENY
OFFICE OF THE MAYOR**

From the founding of our nation to the present day, the United States have fought against tyranny and pursued liberty. In these pursuits, the brave men and women of the U.S. military have answered the call of our nation to serve. Whether stationed overseas or at home, our country is a safer place because of their dedication.

Texas has always been willing to answer the call of Armed Forces to fight for the freedoms that our country stands for. The members of our armed forces have always taken on the task and given themselves to the duty at hand. For this, we owe all our veterans the utmost respect and should recognize the courage of our service members.

At this time, I encourage my fellow citizens to take a moment this day to recognize our veterans and honor what they have done for us.

Therefore, I, Dusty Hopkins, Mayor of Sweeny Texas, do hereby proclaim November 11, 2024, to be

Veterans Day

in Sweeny and urge the appropriate recognition whereof.

In official recognition whereof, I hereby affix my signature this the 15th day of October, 2024.

Dusty Hopkins
Mayor

CITY COUNCIL MEETING REGULAR SESSION

Item 3.

Tuesday, September 17, 2024 at 6:00 PM

City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas

MINUTES

BE IT KNOWN that the City Council of the City of Sweeny met in **Regular Session** on **Tuesday, September 17, 2024 at 6:00 PM.** at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda.

CALL TO ORDER/ROLL CALL

Mayor called the meeting to order at 6 PM.

Neal Bess Jr., Reese Cook, Brian Brooks, John Rambo, and Shaun Massey were in attendance.

PLEDGES & INVOCATION

Pledges were led by Shaun Massey. The invocation was given by Attorney Stevenson.

CEREMONIAL PRESENTATIONS

1. Sweeny Beautification Committee's Yard of the Month for August 2024: The Salazar Family at 604 Hackberry

Mayor Hopkins announced the Yard of the Month winner for August 2024.

2. Proclamation: Breast Cancer Awareness Month; October 2024

Mayor stated the proclamation will be signed and hung within the foyer of City Hall.

CITIZENS WISHING TO ADDRESS CITY COUNCIL

No visitor comments.

CONSENT AGENDA

3. Minutes: Special Session & Budget Workshop; September 03, 2024 & Special Session, September 10, 2024

Mayor Hopkins asked for a motion to approve the Special Session & Budget Workshop; September 03, 2024 & Special Session; September 10, 2024. Brian Brooks stated so moved. Shaun Massey seconded. All in favor. Motion carried.

4. August 2024 Financial Reports (Unaudited)

Finance Director, Karla Wilson, distributed hard copies of the August 2024 financial reports to Council. Mayor Hopkins asked for a motion to approve the August 2024 financial reports. Brian Brooks stated so moved. Neal Bess Jr. seconded. All in favor. Motion carried.

5. Personnel Status
6. Critical Equipment Report; Generator Self Activation Report
7. Project Status Report
8. Gas Compliance Update
9. CCPD Update
10. ERP System Update

REGULAR AGENDA

11. Discussion and possible action to agenda request received for allowance of Project Graduation's Annual Senior Bonfire, granting a variance to Ordinance §92.01 of the City's Code of Ordinances; Woodrow Tolley

Mr. Tolley approached Council requesting a variance to allow the Project Grad Bonfire on November 14, 2024.

Mayor Hopkins asked for a motion to approve the variance for the Bonfire. Brian Brooks stated so moved. Neal Bess Jr. seconded. All in favor. Motion carried.

12. Discussion and possible action on request of usage of city owned property for proposed Farmers Market; Sweeny Beautification Committee

Sanci Kennedy of Sweeny Beautification approached Council asking for permission to use the lot next to City Hall for additional Farmers Markets on 11/9/24 and 04/05/25. Council discussed the possibility of a blanket approval for the Farmers Markets and possible criteria to be presented at the next meeting.

Shaun Massey motioned to approve Sweeny Beautification Committees Farmers Markets, to use city grounds on 11/09/24 and 04/05/25, Saturdays, from 10a to 2p. Neal Bess Jr. seconded.

Discussion: Organizational signage was questioned. Topic was not on the agenda. All in favor. Motion carried.

13. Discussion and possible action to Sweeny Beautification Committee's request to remove former Treasurer, Michelle Medina, as signer from the SBC bank account.

Sanci Kennady stated this item was to remove the former Treasurer from the financial bank account.

Brian Brooks stated so moved. John Rambo seconded. Reese Cook, Brian Brooks, John Rambo, and Shaun Massey were in favor. Neal Bess Jr. abstained. Motion carried.

Councilman Massey asked about Beautification's financial allowances. Topic was not on the agenda.

14. Discussion and possible action to de-annexation request received; Connie McAda

Connie McAda approached Council to request de-annexation of 2.68 acres. She is not requesting reimbursement of back taxes.

Neal Bess Jr. motioned to de-annex 538245 (BCAD Property Identification Number). John Rambo seconded. All in favor. Motion carried. Attorney Stevenson will draft the Ordinance for the next meeting.

15. Discussion and possible action to nominations and resolution to nominate candidates to the Brazoria County Appraisal Board of Directors.

Neal Bess Jr. nominated Wayman Hutchings and asked Mr. Hutchings if he would accept? Council continued to discuss. Mayor asked for a motion to accept the nomination of Wayman Hutchings by Neal Bess.

Neal Bess Jr. stated so moved and to approve the Resolution to nominate Wayman Hutchings. Shaun Massey seconded. All in favor. Motion carried.

16. Discussion and possible action to the Texas Municipal League (TML) Region 14 Director Election.

Brian Brooks motioned for Zimmerman. Seconded by Shaun Massey. Neal Bess Jr., Brian Brooks, John Rambo, and Shaun Massey were in favor. Reese Cook opposed. Motion carried.

17. Discussion and possible action on the Pecan Street Water Line Replacement Project.

Mr. Jordan gave an update to the Pecan Street Water Line Replacement Project. This project will only replace current hydrants and increase the water piping size. The City's responsibility would be \$263,000.00. The MLK water project is not associated to this project, and has only been conditionally awarded.

Reese Cook motioned to suspend to at least January 2025. Motion failed for lack of second.

Council continued to discuss. If there is no action, the project would continue to move forward. The City does not have the funds to complete the project at this time.

Reese Cook moved to suspend the project to January 21, 2025. Neal Bess Jr. seconded. All in favor. Motion carried.

18. Discussion and possible action to Backyard Park pavilion.

Neal Bess Jr. moved to tear down the front pavilion and remove the roof/panels off of the back pavilion. Reese Cook seconded. Neal Bess Jr., Reese Cook, Brian Brooks, and Shaun Massey were in favor. John Rambo opposed. Motion carried.

19. Discussion and possible action to Resolution 24-113, authorizing and designating check signers at First State Bank.

Council authorized to update the authorized and designated check signers at First State Bank at the prior meeting. This is the official resolution to enact.

Mayor Hopkins asked for a motion to accept Mr. Jordan as a signor at First State Bank. Brian Brooks stated so moved. Attorney Stevenson stated the Resolution re-appoints all signors on the accounts. Shaun Massey seconded. All in favor. Motion carried.

20. Budget Amendment to fund Lead Service Line Inventory Project performed by LSPS Solutions, LLC

LSPS Solutions has completed the Lead Service Line Inventory project, with the exception of filing the report. A budget amendment is needed to reflect the expenditure that was not originally budgeted for. Neal Bess Jr. motioned to review at the next meeting. Shaun Massey seconded.

Discussion: Neal Bess Jr. commended Karla Wilson, Finance Director, and staff for doing all the research and appreciates it. All in favor. Motion carried.

21. Discussion and possible action on scheduling a Special Session for the End of FY 23/24 Budget to Actual Review.

Neal Bess Jr. moved we have the Special Session Meeting 23/24 Budget on September 26, 2024 at 4 P.M. Reese Cook seconded. All in favor. Motion carried.

22. Discussion and possible action to twice monthly Council meetings.

Reese Cook moved to go back to one meeting a month. John Rambo seconded.

Discussion: Council recognized there is a lot going on and appreciates the speediness of the recent meetings and information provided.

Neal Bess Jr., Reese Cook, John Rambo, and Shaun Massey were in favor. Brian Brooks opposed. Motion carried.

ITEMS OF COMMUNITY INTEREST

Neal Bess Jr. stated that San Bernard Villas neighborhood recently received 1.25 inches of rain. He believed there was an interlocal agreement in place for the south side of Ashley Wilson Road culverts to be removed. Also, he believed the County and Drainage District were to replace the culverts at the Railroad track. Mr. Jordan is working to schedule a meeting with the County to discuss.

Shaun Massey stated next Saturday is the Fire Department versus the Police Department softball game and silent auction.

ADJOURN REGULAR SESSION

Mayor Hopkins adjourned the meeting at 7:35 PM.

Exhibits Attached: August 2024 Financial Reports
Map distributed by Connie McAda for de-annexation request; Item No. 14

Staff and Affiliates Present
David Jordan, Interim City Manager
Brad Caudle, Police Chief
Karla Wilson, Finance and Personnel Director
Terrence Bell, Director of Public Works
RC Stevenson, City Attorney
Kaydi Smith, City Secretary

Passed and approved this _____ day of _____, 2024.

Kaydi Smith, City Secretary

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month Actual	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues					
40-00-5110	Ad Valorem Taxes	\$ 9,088.03	1,528,210.13	\$ 1,554,956.00	(26,745.87)
40-00-5111	Penalty & Interest- Taxes	545.15	11,885.44	20,000.00	(8,114.56)
40-00-5121	Franchise Tax - TX New Mexico	0.00	64,149.89	60,000.00	4,149.89
40-00-5123	Franchise Tax - Windstream	2,204.30	9,042.85	9,500.00	(457.15)
40-00-5124	Franchise Tax - Cable	0.00	3,975.63	7,500.00	(3,524.37)
40-00-5130	City Sales Tax	47,636.67	631,286.62	650,000.00	(18,713.38)
40-00-5131	Mixed Beverage Sales Tax	0.00	0.00	2,500.00	(2,500.00)
40-00-5132	CCPD PD Wages	2,719.34	34,849.59	0.00	34,849.59
40-00-5135	WM- Billing GB Handling Fee	2,536.01	24,701.51	25,000.00	(298.49)
40-00-5220	Building Permits	986.89	12,765.02	13,500.00	(734.98)
40-00-5230	Plumbing & Gas Permits	280.00	3,110.00	3,000.00	110.00
40-00-5240	Electrical Permits	365.00	3,501.11	3,000.00	501.11
40-00-5241	Contractors Registration	100.00	900.00	500.00	400.00
40-00-5243	ROW User Permits	0.00	0.00	1,200.00	(1,200.00)
40-00-5260	Fire Marshal Inspections	50.00	1,434.00	300.00	1,134.00
40-00-5310	P66 Revenue/ PD - Parks	0.00	500.00	0.00	500.00
40-00-5411	Garbage Residential/Commercial	36,485.61	394,781.33	410,000.00	(15,218.67)
40-00-5412	Garbage Bag Sales	737.13	7,215.97	6,500.00	715.97
40-00-5413	Garbage Bag Tax	(24.38)	(22.35)	0.00	(22.35)
40-00-5415	Resid & Comm Garbage Tax	4.96	396.08	0.00	396.08
40-00-5420	Dog Pound Fees	40.00	384.74	500.00	(115.26)
40-00-5511	Fines	4,209.56	30,507.94	35,000.00	(4,492.06)
40-00-5512	State Fees (10%)	2,030.48	17,971.78	21,600.00	(3,628.22)
40-00-5513	Miscellaneous	877.03	9,966.58	11,660.00	(1,693.42)
40-00-5514	School	14.57	677.87	0.00	677.87
40-00-5516	Time Payment	169.74	1,491.79	1,000.00	491.79
40-00-5517	Municipal Court Technology	128.95	1,120.38	0.00	1,120.38
40-00-5518	Municipal Ct Security Bldg Fnd	143.67	1,353.24	0.00	1,353.24
40-00-5519	Tertiary State Tax Fund	50.00	50.00	0.00	50.00
40-00-5521	TCS	744.23	8,756.48	0.00	8,756.48
40-00-5523	Local Municipal Jury Fund	2.44	26.46	0.00	26.46
40-00-5600	Interest Inc-Investment Pools	3,158.33	102,732.09	96,200.00	6,532.09
40-00-5602	Interest Income - Bank Account	91.34	2,278.98	1,180.00	1,098.98
40-00-5610	Interest - CD's	0.00	715.33	1,500.00	(784.67)
40-00-5623	Rent - Community Center	380.00	8,061.08	7,500.00	561.08
40-00-5630	Return Check Fee	0.00	330.00	0.00	330.00
40-00-5632	Rent - Brazoria Cnty Tax Offic	126.08	1,134.72	0.00	1,134.72
40-00-5640	Leins	0.00	750.00	500.00	250.00
40-00-5645	Plan Review Fees	0.00	2,700.50	1,200.00	1,500.50
40-00-5650	Miscellaneous Revenue	317.00	18,918.57	0.00	18,918.57
40-00-5661	Sidewalk - Garbage Fee	1,311.00	14,697.00	8,000.00	6,697.00

For Management Purposes Only

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Actual	Budget	Variance
40-00-5683	Sale of Assets	0.00	11,855.30	1,500.00	10,355.30
40-00-5690	Fire Dept Donations	898.00	10,010.00	0.00	10,010.00
40-00-5694	Beautification Donations	36.00	732.00	0.00	732.00
40-00-5695	Animal Shelter Donations	6.00	330.00	0.00	330.00
40-00-5754	Transfer from Cptl Proj	271,664.98	271,664.98	0.00	271,664.98
40-00-5763	Transfer from PD Special Funds	0.00	1,462.00	0.00	1,462.00
40-00-6147	Employee Recog Contributions	0.00	400.00	0.00	400.00
	Total Revenues	390,114.11	3,253,762.63	2,954,796.00	298,966.63
Cost of Sales					
	Total Cost of Sales	0.00	0.00	0.00	0.00
	Gross Profit	390,114.11	3,253,762.63	2,954,796.00	298,966.63
Expenses					
50-11-6540	Transfer to Debt Serv/Spec Proj	900.07	193,127.76	141,507.00	51,620.76
50-11-6926	Transfer to Enterprise	0.00	0.00	28,277.00	(28,277.00)
50-11-6928	Transfer to Capital Projects	0.00	2,547,017.00	0.00	2,547,017.00
50-20-6111	Wages - City Mgr	3,800.00	46,476.93	49,400.00	(2,923.07)
50-20-6114	Wages - City Secretary	2,307.20	27,164.11	28,860.00	(1,695.89)
50-20-6115	Wages - Finance Director	2,307.20	27,719.11	28,860.00	(1,140.89)
50-20-6116	Wages - Public Works Director	2,307.20	25,956.00	39,000.00	(13,044.00)
50-20-6117	Wages - Hourly	3,515.06	40,124.16	45,473.00	(5,348.84)
50-20-6141	FICA	1,091.22	18,504.10	14,669.00	3,835.10
50-20-6142	Group Health & Dental Ins	2,606.24	29,151.78	30,509.00	(1,357.22)
50-20-6143	Workers Compensation	0.00	2,893.25	1,627.00	1,266.25
50-20-6144	Retirement	1,950.05	38,564.55	26,528.00	12,036.55
50-20-6145	Unemployment	0.00	854.27	891.00	(36.73)
50-20-6146	Longevity Pay	0.00	1,670.00	1,670.00	0.00
50-20-6147	Employee Apprec/Holiday Party	93.82	1,554.42	2,300.00	(745.58)
50-20-6150	Payroll Processing Fees	323.31	4,154.73	0.00	4,154.73
50-20-6270	Sales Tax Allocation to SEDC	12,991.83	179,652.73	162,484.00	17,168.73
50-20-6271	Electricity	384.07	4,504.47	5,000.00	(495.53)
50-20-6272	Telephone	1,280.48	14,325.77	16,200.00	(1,874.23)
50-20-6273	Xerox Maintenance Agreement	419.94	4,406.59	4,560.00	(153.41)
50-20-6275	Engineer	0.00	19,211.25	8,000.00	11,211.25
50-20-6276	Internet/Cable	208.86	2,325.46	2,520.00	(194.54)
50-20-6277	Computer IT / Backup	0.00	1,555.32	11,000.00	(9,444.68)
50-20-6278	Sales Tax Allocation to CCPD	0.00	0.00	54,162.00	(54,162.00)

For Management Purposes Only

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Actual	Budget	Variance
50-20-6279	Plumbing Inspect	1,350.00	13,800.00	4,500.00	9,300.00
50-20-6280	Keese & Assoc. / Architects	2,500.00	2,500.00	1,000.00	1,500.00
50-20-6281	Consultant Fees	0.00	14,107.38	8,000.00	6,107.38
50-20-6311	Office Supplies	246.54	4,542.15	4,500.00	42.15
50-20-6312	Postage	10.72	1,214.20	1,200.00	14.20
50-20-6360	Brazoria Cty -Tax Coll/ Leins	0.00	1,732.24	1,600.00	132.24
50-20-6705	City Apparel	0.00	0.00	500.00	(500.00)
50-20-6714	City Hall Maintenance	0.00	2,806.79	6,000.00	(3,193.21)
50-20-6716	Connect CTY	0.00	1,569.40	1,600.00	(30.60)
50-20-6717	American Legal Publishing	671.42	2,268.07	3,000.00	(731.93)
50-20-6720	Software Annual Fees -Sage/ERP	0.00	3,066.65	22,000.00	(18,933.35)
50-20-6725	Dues & Membership Fees	45.00	5,082.55	5,000.00	82.55
50-20-6730	Vehicle Expense	0.00	2,048.85	1,700.00	348.85
50-20-6740	Election Expense	0.00	5,262.79	4,500.00	762.79
50-20-6750	Public Notice/Printing	0.00	3,294.06	2,500.00	794.06
50-20-6770	Insurance-Liab, Prop, Wk Comp	7,072.80	99,735.73	111,368.00	(11,632.27)
50-20-6801	City Manager Cell Phon Stipend	27.70	332.40	360.00	(27.60)
50-20-6810	Mayor & Council	180.45	4,899.48	4,300.00	599.48
50-20-6820	Auditor	0.00	15,000.00	13,500.00	1,500.00
50-20-6830	Attorney Retainer	1,557.92	17,137.00	18,695.00	(1,558.00)
50-20-6850	Braz Cty Tax Appraisal Board	0.00	7,349.63	8,800.00	(1,450.37)
50-20-6890	Miscellaneous	1,700.00	2,052.07	1,000.00	1,052.07
50-20-6891	Equipment Purchases	0.00	2,976.53	3,500.00	(523.47)
50-20-6895	Drug Testing	0.00	710.00	500.00	210.00
50-20-6896	Training	0.00	6,654.82	7,200.00	(545.18)
50-20-6897	MyGov Software	1,344.00	17,804.00	16,500.00	1,304.00
50-20-6898	Records Retention	0.00	11,196.00	2,200.00	8,996.00
50-21-6113	Streets - Wages	2,956.00	41,699.27	55,930.00	(14,230.73)
50-21-6125	Streets - Overtime	931.96	2,072.20	3,227.00	(1,154.80)
50-21-6126	Streets - Personnel Benefits	1,852.53	14,993.99	32,752.00	(17,758.01)
50-21-6271	Streets - Electricity	5,241.42	58,314.76	38,000.00	20,314.76
50-21-6411	Streets-Limestone/Crushed Conc	(370.00)	4,363.27	6,000.00	(1,636.73)
50-21-6412	Streets - Pre Mix Asphalt	0.00	10,079.96	15,500.00	(5,420.04)
50-21-6413	Streets-Signs/Posts/Barricades	0.00	2,656.50	5,000.00	(2,343.50)
50-21-6414	Streets - Street Work/Culverts	97.57	12,172.49	17,500.00	(5,327.51)
50-21-6416	Streets - Sidewalk Project	35.20	6,835.20	0.00	6,835.20
50-21-6417	Streets - Flags	0.00	0.00	300.00	(300.00)
50-21-6418	Streets - Tree Trimming	0.00	3,017.55	500.00	2,517.55
50-21-6711	Streets - Gasoline, Diesel	0.00	7,234.17	9,500.00	(2,265.83)
50-21-6730	Streets - Vehicle/Equip Exp	260.76	6,489.44	4,650.00	1,839.44
50-21-6890	Streets - Miscellaneous	44.90	345.68	500.00	(154.32)
50-22-6113	Drainage - Wages	1,280.00	13,906.02	21,362.00	(7,455.98)

For Management Purposes Only

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Actual	Budget	Variance
50-22-6125	Drainage - Overtime	270.00	1,056.53	1,232.00	(175.47)
50-22-6126	Drainage - Personnel Benefits	836.00	5,626.00	0.00	5,626.00
50-22-6141	Drainage - Personnel Benefits	0.00	0.00	12,075.00	(12,075.00)
50-22-6422	Drainage - Weed Spray	0.00	650.00	5,000.00	(4,350.00)
50-22-6730	Drainage - Vehicle/Equipt Exp	2,693.22	10,760.81	7,150.00	3,610.81
50-22-6891	Drainage Project	0.00	6,699.72	2,000.00	4,699.72
50-23-6280	Garbage - GB & Heavy Trash	35,198.45	378,971.77	384,000.00	(5,028.23)
50-23-6431	Garbage - Garbage Bags	1,624.00	6,100.80	4,800.00	1,300.80
50-24-6119	Pol Chief Cell Phone Stipend	55.40	664.80	720.00	(55.20)
50-24-6121	Police - Chief's Wages	5,676.26	69,521.18	73,791.00	(4,269.82)
50-24-6122	Police - Sgt Wages	0.00	30,877.30	55,058.00	(24,180.70)
50-24-6123	Police - Officer Wages	27,906.12	354,808.74	376,585.00	(21,776.26)
50-24-6124	Police - Secretary Wages	3,440.00	49,850.63	40,517.00	9,333.63
50-24-6125	Police - Overtime	2,158.39	18,721.80	27,778.00	(9,056.20)
50-24-6129	Police - CCPD Chief Salary	384.62	4,423.13	0.00	4,423.13
50-24-6130	Police - CCPD Officer Wages	2,334.72	30,426.46	0.00	30,426.46
50-24-6141	Police - FICA	3,209.56	41,933.14	49,644.00	(7,710.86)
50-24-6142	Police - Grp Health Insurance	9,614.10	102,005.78	125,848.00	(23,842.22)
50-24-6143	Police - Workers Compensation	0.00	19,663.77	17,084.00	2,579.77
50-24-6144	Police - Retirement	6,402.41	83,913.82	99,304.00	(15,390.18)
50-24-6145	Police - Unemployment	30.25	1,317.96	2,470.00	(1,152.04)
50-24-6146	Police - Longevity Pay	0.00	3,570.00	4,320.00	(750.00)
50-24-6147	Police - Professional Liab Ins	0.00	0.00	2,227.00	(2,227.00)
50-24-6271	Police - Electricity	497.07	5,553.16	4,800.00	753.16
50-24-6272	Police - Telephone	1,050.90	11,570.79	12,000.00	(429.21)
50-24-6276	Police - Internet	208.86	2,297.46	3,000.00	(702.54)
50-24-6277	Police - Computer IT	0.00	10,904.14	8,300.00	2,604.14
50-24-6311	Police - Office Supplies	68.22	2,963.50	3,000.00	(36.50)
50-24-6312	Police - Postage	69.44	287.91	900.00	(612.09)
50-24-6321	Police - Firing Range Supplies	257.25	578.73	2,000.00	(1,421.27)
50-24-6322	Police - Investigative Supply	28.37	624.28	1,500.00	(875.72)
50-24-6325	Police - Evidence Room Supply	84.27	816.33	2,500.00	(1,683.67)
50-24-6442	Police - Training	0.00	2,864.77	2,500.00	364.77
50-24-6445	Police-Radio Repair/Dispatch	990.20	4,258.15	3,600.00	658.15
50-24-6450	Police - Ticket Writers	0.00	0.00	500.00	(500.00)
50-24-6510	Police - Principal Axon	0.00	0.00	9,800.00	(9,800.00)
50-24-6620	Police - Computers	0.00	2,374.08	2,500.00	(125.92)
50-24-6711	Police - Gasoline, Diesel	0.00	23,234.78	18,000.00	5,234.78
50-24-6714	Police - Office Maintenance	221.18	3,927.79	8,000.00	(4,072.21)
50-24-6725	Police - Membshps&Periodicals	55.00	6,475.21	6,000.00	475.21
50-24-6730	Police - Vehicle Expense	1,310.58	35,715.11	23,000.00	12,715.11
50-24-6760	Police - Uniform Expense	140.00	9,485.16	3,500.00	5,985.16

For Management Purposes Only

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Actual	Budget	Variance
50-24-6777	Police - Copier Machine Lease	142.46	1,569.48	1,800.00	(230.52)
50-24-6792	Police - K-9 Expense	0.00	1,204.51	5,000.00	(3,795.49)
50-24-6860	Code Enforcement Compliance	0.00	818.50	1,000.00	(181.50)
50-24-6861	Animal Control Supplies	0.00	2,331.30	2,100.00	231.30
50-24-6865	Police - Public Serv Programs	0.00	1,469.75	2,000.00	(530.25)
50-24-6890	Police - Miscellaneous	0.00	1,126.01	1,500.00	(373.99)
50-24-6896	PD-Release Seizure Funds	0.00	238.00	0.00	238.00
50-25-6143	Fire - Workers Compensation	0.00	1,433.23	1,000.00	433.23
50-25-6148	Fire - State Convention	0.00	1,229.85	2,000.00	(770.15)
50-25-6151	Fire - Training Schools	7,335.69	12,000.00	12,000.00	0.00
50-25-6152	Fire - Pension	0.00	11,619.98	11,800.00	(180.02)
50-25-6271	Fire - Electricity	505.82	5,020.10	3,600.00	1,420.10
50-25-6272	Fire - Telephone	249.89	2,753.45	2,400.00	353.45
50-25-6273	Fire - Internet	144.92	1,594.12	2,000.00	(405.88)
50-25-6311	Fire - Office Supplies	361.24	1,226.46	1,200.00	26.46
50-25-6340	Fire - Building Maintenance	2,912.70	5,700.00	5,700.00	0.00
50-25-6445	Fire - Radio/Pager/Repr/Replmt	2,000.00	2,000.00	2,000.00	0.00
50-25-6452	Fire - Member/Public Education	0.00	0.00	350.00	(350.00)
50-25-6453	Fire - Bunker Gear/Repr Replmt	0.00	6,777.25	7,000.00	(222.75)
50-25-6620	Fire - Training Field	2,000.00	2,000.00	2,000.00	0.00
50-25-6711	Fire - Gasoline, Oil, Etc.	567.76	7,500.00	7,500.00	0.00
50-25-6714	Fire - Office Maintenance	550.00	550.00	500.00	50.00
50-25-6725	Fire - Dues, Membrshp, Periodi	732.00	2,500.00	2,500.00	0.00
50-25-6730	Fire - Vehicle Expense	897.50	2,476.35	2,500.00	(23.65)
50-25-6890	Fire - Miscellaneous	506.30	1,036.05	500.00	536.05
50-25-6892	Fire - Fire Equipment	2,000.00	2,000.00	2,000.00	0.00
50-25-6893	Fire - Installation Banquet	0.00	3,054.50	3,000.00	54.50
50-25-6895	Fire - T-Mobile	235.08	1,652.32	2,200.00	(547.68)
50-26-6131	Court - Judge's Salary	775.00	8,525.00	9,300.00	(775.00)
50-26-6132	Court- Court Clerk Salary	3,138.22	35,291.94	40,019.00	(4,727.06)
50-26-6141	Court- FICA	240.07	2,706.72	3,055.00	(348.28)
50-26-6142	Court- Grp Health Insurance	961.78	10,579.58	11,441.00	(861.42)
50-26-6143	Court - Workers Comp	0.00	19.58	110.00	(90.42)
50-26-6144	Court- Retirement	478.89	1,436.27	6,112.00	(4,675.73)
50-26-6145	Court- Unemployment	0.00	59.00	243.00	(184.00)
50-26-6146	Court- Longevity Pay	0.00	90.00	90.00	0.00
50-26-6311	Court - Office Supplies	34.66	208.31	100.00	108.31
50-26-6312	Court - Postage	0.00	261.74	150.00	111.74
50-26-6461	Court - Seminar/Judge	0.00	309.75	750.00	(440.25)
50-26-6462	Court - Seminar/Clerk	0.00	0.00	350.00	(350.00)
50-26-6463	Court - Juror Fees	0.00	66.00	200.00	(134.00)
50-26-6464	Court - Attorney Retainer	412.50	4,537.50	4,950.00	(412.50)

For Management Purposes Only

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month	Year to Date	Year to Date	Year to Date
		Actual	Actual	Budget	Variance
50-26-6465	Court - State Tax	0.00	21,521.43	25,000.00	(3,478.57)
50-26-6620	Court - Comp Update/Software	0.00	3,016.19	2,500.00	516.19
50-26-6725	Court - Membrshp & Periodicals	0.00	0.00	200.00	(200.00)
50-26-6730	Court - Vehicle Expense	0.00	99.16	500.00	(400.84)
50-26-6890	Court - Miscellaneous	0.00	70.00	0.00	70.00
50-27-6271	Libr/CC - Electricity	235.02	2,978.47	5,000.00	(2,021.53)
50-27-6272	Libr/CC - Telephone	249.13	2,735.62	4,000.00	(1,264.38)
50-27-6275	Libr/CC - Janitorial Service	460.00	4,780.00	4,000.00	780.00
50-27-6340	Libr/CC - Janitorial Supplies	0.00	317.27	300.00	17.27
50-27-6840	Libr/CC - Comm Center Repairs	184.03	3,326.63	2,000.00	1,326.63
50-27-6890	Libr/CC - Miscellaneous	0.00	0.00	300.00	(300.00)
50-28-6113	Parks - Wages	4,084.74	21,805.14	52,782.00	(30,976.86)
50-28-6125	Parks - Overtime	246.02	2,769.35	1,714.00	1,055.35
50-28-6126	Parks-Personnel Benefits	1,093.01	7,384.46	31,742.00	(24,357.54)
50-28-6271	Parks - Electricity	714.24	9,886.15	9,500.00	386.15
50-28-6280	Parks - Porta Can Service	790.00	3,315.00	300.00	3,015.00
50-28-6311	Parks - Supplies	34.63	2,884.67	3,000.00	(115.33)
50-28-6610	Parks - Capital Outlay	2,730.29	2,730.29	0.00	2,730.29
50-28-6715	Parks - Equipt Maint/Purchase	47.44	27,443.75	2,000.00	25,443.75
50-28-6717	Parks - Park Maintenance	0.00	18,174.03	2,500.00	15,674.03
50-28-6730	Parks - Vehicle/Equipt Expense	24.25	27,419.27	10,700.00	16,719.27
50-28-6890	Parks - Miscellaneous	0.00	493.95	500.00	(6.05)
50-30-6116	Emerg Mngmt - Coordinator	0.00	1,800.00	2,400.00	(600.00)
50-30-6271	Emerg Mngmt - Electricity	235.02	2,584.19	1,000.00	1,584.19
50-30-6272	Emerg Mngmt - Telephone	186.74	2,162.74	2,000.00	162.74
50-30-6273	Emerg Mngmt - Internet	186.75	2,162.75	2,000.00	162.75
50-30-6311	Emerg Mngmt - Office Supplies	0.00	300.00	300.00	0.00
50-30-6714	Emerg Mngmt - Build Maint	0.00	1,500.00	1,500.00	0.00
50-31-6116	Fire Marshal	0.00	4,500.00	6,000.00	(1,500.00)
50-31-6143	Workers Compensation	0.00	0.00	130.00	(130.00)
50-31-6146	Fire Marshal Expense	0.00	0.00	500.00	(500.00)
50-31-6452	Inspections, Prevention	500.00	500.00	500.00	0.00
50-31-6453	Fire Investigations	0.00	0.00	500.00	(500.00)
50-31-6730	Vehicle Expense	0.00	0.00	500.00	(500.00)
50-32-6271	Srs Building - Electricity	361.90	3,570.04	3,000.00	570.04
50-32-6272	Srs Building - Telephone	114.11	1,218.85	900.00	318.85
50-32-6273	Srs Building - Janitorial Serv	320.00	3,760.00	3,500.00	260.00
50-32-6340	Srs Building - Janitorial Supp	0.00	300.09	250.00	50.09
50-32-6714	Srs Building - Maintenance	0.00	291.49	2,448.00	(2,156.51)
50-33-6271	Comm Ctr - Electricity	235.01	2,978.47	4,500.00	(1,521.53)
50-33-6272	Comm Ctr - Telephone/Internet	186.74	2,162.51	3,500.00	(1,337.49)
50-33-6275	Comm Ctr - Janitorial Service	450.00	3,150.00	4,000.00	(850.00)

For Management Purposes Only

City of Sweeny - General Fund
Income Statement
Compared with Budget
For the Eleven Months Ending August 31, 2024

GL Account #	September 17, 2024	Current Month Actual	Year to Date Actual	Year to Date Budget	Year to Date Variance
50-33-6340	Comm Ctr - Janitorial Supplies	0.00	279.16	300.00	(20.84)
50-33-6840	Comm Ctr - Bldg Repairs/Maint	435.08	5,665.19	3,000.00	2,665.19
50-33-6890	Comm Ctr - Miscellaneous	0.00	0.00	500.00	(500.00)
50-40-6001	Debris Removal	341,250.00	341,250.00	0.00	341,250.00
	Total Expenses	<u>554,874.91</u>	<u>5,699,991.45</u>	<u>2,942,530.00</u>	<u>2,757,461.45</u>
	Net Income	<u>\$ (164,760.80)</u>	<u>(2,446,228.82)</u>	<u>\$ 12,266.00</u>	<u>(2,458,494.82)</u>

Sweeny - Enterprise Fund
Income Statement
For the Eleven Months Ending August 31, 2024

September 17, 2024

	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	YTD Variance	YTD % of Total
Revenues						
40-00-5450 Turn-on/Reconnect Fees	\$ 1,170.00	\$ 0.00	\$ 11,730.00	\$ 12,000.00	270.00	97.75
40-00-5460 Penalty - Late Payments	(1,127.13)	0.00	30,973.62	32,000.00	1,026.38	96.79
40-00-5470 Charged Off Accts Collected	0.00	0.00	960.28	300.00	(660.28)	320.09
40-00-5610 Interest Earnings-Investments	1,788.56	0.00	32,976.85	74,172.00	41,195.15	44.46
40-00-5650 Miscellaneous Revenue	0.00	0.00	3,244.11	5,200.00	1,955.89	62.39
40-00-5810 Water Sales	57,349.51	0.00	675,852.78	720,000.00	44,147.22	93.87
40-00-5816 Infrastructure Donations	156.00	0.00	1,683.00	1,771.00	88.00	95.03
40-00-5820 Water Taps	0.00	0.00	6,642.83	400.00	(6,242.83)	1,660.71
40-00-5830 Sewer Sales	49,900.02	0.00	582,194.69	620,000.00	37,805.31	93.90
40-00-5840 Sewer Taps	0.00	0.00	7,015.00	400.00	(6,615.00)	1,753.75
40-00-5910 Gas Sales	19,253.61	0.00	329,767.83	453,910.00	124,142.17	72.65
40-00-5920 Gas Taps	1,050.00	0.00	18,128.25	400.00	(17,728.25)	4,532.06
40-00-6002 Transfer IN from General	0.00	0.00	0.00	28,277.00	28,277.00	0.00
40-00-6004 Transfer from Res & Restricted	0.00	0.00	9,000.00	0.00	(9,000.00)	0.00
40-00-6005 Transfer from Capital Projects	49,313.50	0.00	74,927.50	0.00	(74,927.50)	0.00
Total Revenues	178,854.07	0.00	1,785,096.74	1,948,830.00	163,733.26	91.60
Expenses						
50-00-6148 Payroll Processing Fees	138.56	0.00	1,780.69	0.00	(1,780.69)	0.00
50-11-5470 Charged Off Accounts	0.00	0.00	8,363.50	0.00	(8,363.50)	0.00
50-11-6111 Admin Salaries	10,721.60	0.00	131,930.52	146,120.00	14,189.48	90.29
50-11-6112 Office Salaries	4,382.52	0.00	44,470.38	56,121.00	11,650.62	79.24
50-11-6113 Salaries	17,618.26	0.00	190,816.27	222,008.00	31,191.73	85.95
50-11-6125 Overtime	2,374.12	0.00	16,930.92	12,808.00	(4,122.92)	132.19
50-11-6141 FICA	2,687.01	0.00	29,612.01	33,382.00	3,769.99	88.71
50-11-6142 Group Health	8,055.68	0.00	81,882.29	101,060.00	19,177.71	81.02
50-11-6143 Workers Comp	0.00	0.00	10,550.68	8,208.00	(2,342.68)	128.54
50-11-6144 Retirement	4,984.40	0.00	57,305.70	66,776.00	9,470.30	85.82
50-11-6145 Unemployment	0.00	0.00	1,252.38	2,147.00	894.62	58.33
50-11-6146 Longevity Pay	0.00	0.00	2,410.00	2,835.00	425.00	85.01
50-11-6147 Employee Apprec/Holiday Party	0.00	0.00	2,441.03	2,300.00	(141.03)	106.13
50-11-6250 Water Samples	0.00	0.00	19,847.20	3,000.00	(16,847.20)	661.57
50-11-6255 Inspection/Permit Fees	0.00	0.00	11,434.93	10,000.00	(1,434.93)	114.35
50-11-6260 Engineer	2,500.00	0.00	20,875.00	3,500.00	(17,375.00)	596.43
50-11-6271 Electricity	5,925.24	0.00	65,431.77	62,040.00	(3,391.77)	105.47
50-11-6272 Telephone	842.24	0.00	9,549.74	5,000.00	(4,549.74)	190.99
50-11-6273 Xerox Maintenance Contract	158.89	0.00	457.82	0.00	(457.82)	0.00
50-11-6277 Computer IT / Backup	0.00	0.00	9,587.36	16,000.00	6,412.64	59.92

For Management Purposes Only

Sweeny - Enterprise Fund
 Income Statement
 For the Eleven Months Ending August 31, 2024

September 17, 2024

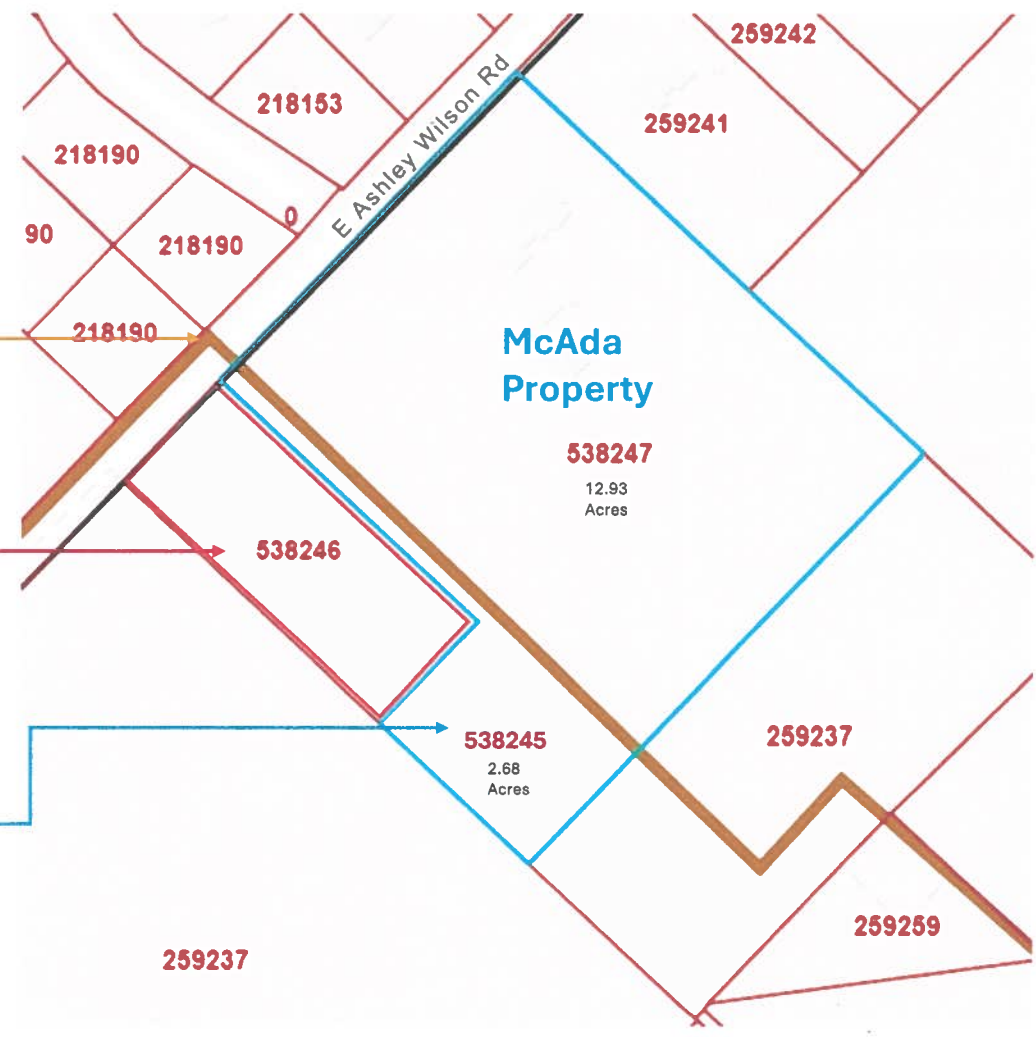
	Current Month Actual	Current Month Budget	Year to Date Actual	Year to Date Budget	YTD Variance	YTD % of Total
50-11-6311 Office Supplies	0.00	0.00	2,201.60	2,300.00	98.40	95.72
50-11-6312 Postage	632.99	0.00	7,294.51	5,000.00	(2,294.51)	145.89
50-11-6313 PPE	0.00	0.00	99.99	1,500.00	1,400.01	6.67
50-11-6540 Transf to Debt Service	45,546.67	0.00	501,013.37	546,560.00	45,546.63	91.67
50-11-6710 Maintenance of Water System	44,771.15	0.00	265,741.28	90,600.00	(175,141.28)	293.31
50-11-6711 Maintenance of Sewer System	24,138.37	0.00	230,965.45	90,000.00	(140,965.45)	256.63
50-11-6712 Maintenance of Gas System	5,762.50	0.00	84,917.86	30,000.00	(54,917.86)	283.06
50-11-6713 Chemicals	6,296.75	0.00	57,334.69	32,000.00	(25,334.69)	179.17
50-11-6714 Gas Purchases	4,501.56	0.00	82,113.23	200,000.00	117,886.77	41.06
50-11-6715 Gasoline, Diesel	0.00	0.00	6,338.03	7,500.00	1,161.97	84.51
50-11-6725 Dues, Memberships, Periodicals	45.00	0.00	4,257.50	3,100.00	(1,157.50)	137.34
50-11-6730 Vehicle Expense	25.73	0.00	2,906.29	2,400.00	(506.29)	121.10
50-11-6750 Public Notices	0.00	0.00	2,477.27	1,000.00	(1,477.27)	247.73
50-11-6760 Uniform Expense	639.63	0.00	7,358.38	6,500.00	(858.38)	113.21
50-11-6770 Insurance-Liab, Prop, Wk Comp	0.00	0.00	84,358.76	111,368.00	27,009.24	75.75
50-11-6820 Auditor	0.00	0.00	15,000.00	10,000.00	(5,000.00)	150.00
50-11-6870 Training	37.35	0.00	10,735.12	5,900.00	(4,835.12)	181.95
50-11-6880 UDS / Annual Software Fee	0.00	0.00	6,521.44	6,000.00	(521.44)	108.69
50-11-6890 Miscellaneous	0.00	0.00	600.20	500.00	(100.20)	120.04
50-11-6892 City Manager Cell Ph. Stipend	27.70	0.00	332.40	360.00	27.60	92.33
50-40-6615 Capt Outlay/2019 CO	0.00	0.00	25,614.00	0.00	(25,614.00)	0.00
50-40-6616 Equipment	0.00	0.00	20,000.00	0.00	(20,000.00)	0.00
50-40-6617 Sewer Jetter Principal	0.00	0.00	6,451.11	0.00	(6,451.11)	0.00
50-40-6618 Sewer Jetter Interest	0.00	0.00	2,076.61	0.00	(2,076.61)	0.00
50-40-6651 RG-3 / Smart Meters / Principl	0.00	0.00	0.00	35,646.00	35,646.00	0.00
50-40-6652 Smart Meters (Interest)	0.00	0.00	0.00	7,291.00	7,291.00	0.00
Total Expenses	<u>192,813.92</u>	<u>0.00</u>	<u>2,143,639.28</u>	<u>1,948,830.00</u>	<u>(194,809.28)</u>	<u>110.00</u>
Net Income	<u>\$ (13,959.85)</u>	<u>\$ 0.00</u>	<u>\$ (358,542.54)</u>	<u>\$ 0.00</u>	<u>358,542.54</u>	<u>0.00</u>

McAda De-annexation Request

City Limits

Not in City Limits
(de-annexed)

2.68 acres requesting
de-annexation



General Business

**CITY COUNCIL MEETING SPECIAL SESSION
END OF FY 2023/2024 BUDGET TO ACTUALS REVIEW**

Item 3.

Thursday, September 26, 2024 at 4:00 PM

City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas

MINUTES

BE IT KNOWN that the City Council of the City of Sweeny met in **Special Session** on **Thursday, September 26, 2024 at 4:00 PM.** at City Hall, 102 W. Ashley Wilson Rd, Sweeny, Texas with the following agenda.

CALL TO ORDER/ROLL CALL

Mayor Hopkins called the meeting to order at 4:07 PM.

Neal Bess Jr., Brian Brooks, John Rambo, and Shaun Massey were in attendance. Reese Cook was absent.

PLEDGES & INVOCATION

Pledges were led by Neal Bess Jr. and the invocation was given by Mayor Hopkins.

CITIZENS WISHING TO ADDRESS CITY COUNCIL

N/A

REGULAR AGENDA

1. Discussion and possible action to budget adjustments requested to the FY 2023 / 2024 Budget; pursuant to the End of FY 2023/2024 Budget to Actuals Review.

Karla Wilson, Finance Director, presented end of year financials reports with recommended budget amendments. The presented are to amend the budget to reflect the transfers and expenditures to align the FY 23/24 budget accordingly.

Shaun Massey motioned to amend the budget as presented by the Financial Director. Neal Bess Jr. seconded. All in favor. Motion carried.

ITEMS OF COMMUNITY INTEREST

Neal Bess Jr. thanked staff for work completed and communication. He thanked Mr. Jordan for stepping up and helping Sweeny. Mr. Bess stated he previously spoke with Mr. Lott. He has a Class A License and would be willing to help Sweeny. Would like to see the Inframark contract on the next agenda.

Brian Brooks wished the Sweeny Fire Department and the Sweeny Police Department good luck this weekend. (Softball fundraiser)

Shaun Massey stated that the work program, Work Experience, is eligible for partnership to help with gas repairs/replacement.

ADJOURN REGULAR SESSION

Mayor adjourned the meeting at 4:29 PM.

Exhibit – Budget Amendments Requested and Approved for Item No. 1

Financial reports pertaining to Item No. 1 are on file with the City Secretary's Office.

Staff Present:

David Jordan, Interim City Manager

Karla Wilson, Finance Director

Kaydi Smith, City Secretary

Passed and approved this _____ day or _____, 2024.

Kaydi Smith, City Secretary

EXHIBIT	Fund Balance Adjustments									
	General Fund	Capital Projects Fund	Disaster Contingency Fund	Enterprise - Infrastructure Donations	Enterprise Fund Balance	Reserved & Restricted	CCPD	PD Special Revenue Funds	Sidewalk Fund	
General Fund										
Debris Removal	MG Services									
Transfer in from	Capital Projects Fund	FSB	TexPool Accounts	\$ 51,801.66						
	Disaster Contingency Fund	TexPool	Disaster Contingency Fund	\$ 219,863.32						
	General Fund	LOGIC	General Fund	\$ 69,585.00						
	General Fund	FSB	General Fund	\$ 0.02						
				\$ 341,250.00						
Budget amendment to General Fund:										
	Transfer in from Capital Projects Fund			\$ 51,801.66	\$ 51,801.66					
	Transfer in from Disaster Contingency Fund			\$ 219,863.32		\$ 219,863.32				
	Fund Balance - General Fund			\$ 69,585.02	\$ 69,585.02					
	Total Debris Removal			\$ 341,250.00						
Police Special Revenue Funds										
Transfer in from	K-9 Fund			\$ 502.40						
	TexPool Vest Fund			\$ 4,892.25						
	Narcotic Grant Fund			\$ 1,400.00						
				\$ 6,794.65						
Budget amendment to General Fund										
	Transfer in from Police Special Revenue Funds			\$ 6,794.65					\$ 6,794.65	
CCPD										
Transfer in from	FSB CCPD			\$ 37,604.53						
Budget amendment to General Fund										
	Transfer in from CCPD			\$ 37,604.53					\$ 37,604.53	
Android										
Transfer in from	TexPool Sidewalk Fund			\$ 6,800.00						
Budget amendment to General Fund										
	Transfer in from TexPool Sidewalk Fund			\$ 6,800.00						\$ 6,800.00
Sidewalk Note RePayment										
Budget amendment to General Fund for Note Repayment										
	Transfer from General Fund Balance			\$ 2,500,000.00	\$ 2,500,000.00					

EXHIBIT	Fund Balance Adjustments									
	General Fund	Capital Projects Fund	Disaster Contingency Fund	Enterprise - Infrastructure Donations	Enterprise Fund Balance	Reserved & Restricted	CCPD	PD Special Revenue Funds	Sidewalk Fund	
Enterprise Fund										
Lead Service Line Inventory	LSPS									
Transfer in from	Enterprise-Infrastructure Donations	TexPool	Infrastructure Donations	\$ 41,964.50						
	Capital Projects Fund	FSB	TexPool Accounts	\$ 10,010.50						
				\$ 51,975.00						
Budget amendment to Enterprise Fund										
	Transfer in from Capital Projects Fund			\$ 10,010.50	\$ 10,010.50					
	Transfer in from Enterprise-Infrastructure Donations			\$ 41,964.50		\$ 41,964.50				
	Total LSPS Budget Amendment			\$ 51,975.00						
Inframark										
Budget amendment to Enterprise Fund										
	Transfer from Enterprise Fund Balance			\$ 288,618.83		\$ 288,618.83				
Budget amendment to Enterprise Fund for excess expenditures over revenues										
	Transfer from Enterprise Fund Balance			\$ 51,575.00		\$ 51,575.00				
WWTP Gorman Rupp Pump										
Transfer in from	Alvin Contracting									
	LOGIC 2019 Certificates			\$ 12,807.00						
	TexSTAR 2019 Certificates			\$ 12,807.00						
				\$ 25,614.00						
Budget amendment to Enterprise Fund										
	Transfer in from Capital Projects Fund			\$ 25,614.00	\$ 25,614.00					
Railroad Commission Fine										
Transfer in from	LOGIC ARPA 2nd Tranche			\$ 9,000.00						
Budget amendment to Enterprise Fund - Transfer in from Reserved & Restricted				\$ 9,000.00		\$ 9,000.00				

EXHIBIT	Fund Balance Adjustments											
	General Fund	Capital Projects Fund	Disaster Contingency Fund	Enterprise - Infrastructure Donations	Enterprise Fund Balance	Reserved & Restricted	CCPD	PD Special Revenue Funds	Sidewalk Fund			
Total Appropriations of Fund Balance	\$ 2,569,585.02	\$ 87,426.16	\$ 219,863.32	\$ 41,964.50	\$ 340,193.83	\$ 9,000.00	\$ 37,604.53	\$ 6,794.65	\$ 6,800.00			



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Item 4.

Meeting Date	10/15/2024	Agenda Items	
Approved by City Manager		Presenter(s)	Karla Wilson
Reviewed by City Attorney		Department	Personnel
Subject	Personnel Status – Information Only		
Council Strategic Goals			
Attachments / Supporting documents			
Financial Information	Expenditure Required:		N/A
	Amount Budgeted:		N/A
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

City Manager (Interim)	J. David Jordan
City Secretary	Kaydi Smith
Director of Finance and Personnel	Karla Wilson
Utility Billing Manager	Kyli Jones
Administrative Clerk	Jennifer Miller
Municipal Court Clerk	Brandi Anderson
Public Works Director	Tex Bell
Public Works Office Manager	Elizabeth Brown
Public Works Foreman	Jody Simmons
Water Plant Operator in Training	Daniel Wright
WWTP Operator in Training	VACANT
City Hall Liaison / Gas Ops in Training	Courtlyn Davidson
General Laborer - Parks	Gyler Thornton
General Laborer – Streets – Temporary Full Time	Dylan White
General Laborer - Drainage	Trevion Johnson
Chief of Police	Brad Caudle
Detective Sergeant	Cayton Barnett
Corporal / K-9 (night)	Mitchell Ferrel
Patrol Officer / K-9 (night)	Mario Reyes
Patrol Officer / Warrant Officer	Erica Harris



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Patrol Officer (2 weeks notice given; last day 10/20/24)	Klynn Scales
Patrol Officer	Darius Woodard-Smith
Patrol Officer	Emilio Peña
Patrol Officer (2 weeks notice given; last day 10/23/24)	Brittany Galvan Cruz
PD Office Manager	Jessica Bailey
Animal Control Officer / Code Enforcement Officer	Rodger Larsen

Water Plant Operator and Wastewater Plant Operator jobs have been posted on the City website and in The Facts newspaper.

Recommended Action

Information only; no recommended action.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
Approved by City Manager		Presenter(s)	David Jordan
Reviewed by City Attorney		Department	Administration
Subject	Project Status Report		
Council Strategic Goals	Infrastructure Investment and Government Sustainability		

Executive Summary

Ave A Sewer: Matula has made it up to the driveway of Power Battery Storage units. They will be moving their bypass pumps in the next few days to begin the next leg of the project.

They do have a plan in place to address the Silverleaf issue so that access is not totally cut off to that area for the residences.

In this project was the addition of Generators for the industrial park lift station and also 1459 lift station. Ground work for those have started and the concrete pads will be pour in the next week or so.

Main Street Water Project: As you can see good progress is being made with the water main replacement project. We have a meeting scheduled to address a safety issue with the school cross walk at 6th street. By the time of the actual council meeting that meeting will have taken place and we will have a plan in place with the school district.

MLK hydrant project: The GLO has requested additional information that was provided by our engineers. We have not heard any other updates on funding yet.

Gas Grant: I was understood that we would hear if we would be awarded the grant that Lindsay applied for through the EPA for our system update in early October. As of today we have not been notified of any action of this moving forward.

TWDB Water development Grant: Kaydi has been monitoring the portal for this grant. To date it still shows pending review. This Grant was the one the Sweeny graded in the 85% range but was not in the funding bracket without further citizens input.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
Approved by City Manager		Presenter(s)	Leadership Team
Reviewed by City Attorney		Department	All
Subject	FY 2023/2024 Departmental Quarterly Reports; 4th Quarter (July-September 30, 2024)		
Council Strategic Goals	Government Sustainability		
Attachments / Supporting documents	Reports Attached		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

Fourth Quarter Updates from the Sweeny Executive Leadership Team, covering July, August, and September of 2024.

- Police Department, Animal Control, Code Enforcement
- City Secretary’s Office, Developmental Services, Municipal Court
- Public Works Department
- Sweeny Economic Development Corporation

Recommended Action



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Item 6.

Meeting Date	10/15/2024	Agenda Item	
Approved by City Manager	D. Jordan	Presenter(s)	Brad Caudle
Reviewed by City Attorney	N/A	Department	Police
Subject	Quarterly Presentation		
Attachments	Quarterly Patrol, K9, Code Enforcement and Humane Reports		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

Presentation of statistics and job activities for the months of July, August and September 2024

Recommended Action



Sweeny Police Department

Est. 1909 | Home of the Unknown Soldier
123 N. Oak Street | Sweeny, Texas 77480
Dispatch | 979-548-3111 | Office | 979-548-3112
Brad Caudle, Chief of Police



Item 6.

SWEENY POLICE DEPARTMENT QUARTERLY ACTIVITY SUMMARY

July 1, 2024 - September 30, 2024

ACTIVITY

CALLS FOR SERVICE	806
AGENCY ASSIST	
CASES	72
TRAFFIC CITATIONS	79
TRAFFIC WARNINGS	239
TRAFFIC CRASHES	4
ARRESTS	34
MILEAGE	13204

CRIMINAL INVESTIGATIONS

MISLANIOUS	22
MISDEMEANOR	
SUPPLEMENTS	38
FELONY	5
CLEARED CASES	
REPORT ONLY (DOA NATURAL)	5
CASES DIRECT FILED	
CAC INTERVIEWS	2
CALL OUTS	15
ARSON INVESTIGATION	2

INTERNAL AFFAIRS

USE OF FORCE	0
PURSUIT	0
COMPLAINT AGAINST OFFICER/EMPLOYEE	1
OFFICER INJURED	0
OFFICER KILLED	0
OFFICER-INVOLVED SHOOTING	0

K9 Corporal M. Ferrel

3 Month Stat Sheet

07/01/2024-09/30/2024

- Total Traffic Stops - 160
- Total arrests made - 28
- Total arrests made from traffic stops - 24
- Total DWI arrests - 2
- Total traffic narcotic arrests - 4
- Total Warrant arrests made from traffic stops – 7
- Total non-traffic arrests - 4
- Total K9 Deployments - 9
- Total K9 contributing arrests – 6
- Total number of incident reports- 27

K9 Corporal M. Ferrel
3 Month K9 Narcotic Weight Stat Sheet

07/01/2024-09/30/2024

- **Methamphetamine-** 19 grams
- **Marijuana-** 38.4 grams
- **Alprazolam/Xanax-** 2.8 grams
- **Cocaine-** 1.2 grams
- **Mdma/Ecstasy-** 1.4 grams
- **Other pills-** 9.6 grams
- **Fentanyl-** 1.4 grams



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Brad Caudle, Chief of Police



Item 6.

Quarterly Humane Report **07/2024 - 09/2024**

Animal Control Officer Rodger Larsen

Dog Calls- 150
Dogs Picked up by ACO- 30
Dogs Adopted- 1
Dogs Returned to Owner(s)- 25
Dogs that went to Rescue Shelters- 2
Dogs Euthanized- 0
Dogs in Animal Shelter- consistently full, average 10 per month

Cat Calls- 20
Cats Picked up by ACO- 10
Cats Adopted- 10
Cats Returned to Owner(s)- 2
Cats that went to Rescue Shelters- 0
Cats Euthanized- 5
Cats in Animal Shelter- 0

Miscellaneous Calls- 139
Call Outs- 20
Dog Bite Report/Follow-up- 2
Animal Cruelty Case- 1

TRAINING

Brad Caudle
Chief of Police
Sweeny Police Department
Email: bbcaudle@sweenytx.gov



Sweeny Police Department

Est. 1909 | Home of the Unknown Soldier
123 N. Oak Street | Sweeny, Texas 77480
Dispatch | 979-548-3111 | Office | 979-548-3112
Brad Caudle, Chief of Police



Item 6.

Code Enforcement Quarterly Report **07/2024- 09/2024**

Code Enforcement

Cases Started

Tall Grass- 20
Junk Yards- 3
Unsafe Structures- 4
Junk Vehicle- 2
Trash/Rubbish/Debris- 1

Total Cases- 30
Certified Letters Sent- 30

Cases Closed

Tall Grass- 10
Unsafe Structure- 3
Abandoned Sign- 1
Junk Yard- 2

Brad Caudle
Chief of Police
Sweeny Police Department
Email: bbcaudle@sweenytx.gov



Sweeny Police Department

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123 N. Oak Street | Sweeny, Texas 77480
Dispatch | 979-548-3111 | Office | 979-548-3112
Brad Caudle, Chief of Police



Item 6.

1. September 28th, we held our Battle of the Badges softball game. Raised over \$5,000 to be split between the Police Department and Fire Department
2. We received a K94COPS grant for a second K9. Koda has welcomed to the Sweeny Police Department.
3. Received a Chevrolet Tahoe already set up for a K9. This came from Precinct 4 Constables Office. Both the Grant and the Tahoe came at no cost to the city.



City Secretary's Quarterly Update – 4th Qtr. July- September 2024

City Secretary

Public Information Requests Completed	20
Subpoena/ Deposition / PIR	1
Council Meeting Agendas, Packets, Minutes	12
Ordinances passed	4
Resolutions passed	5
Proclamations Generated	2

Additional Items Completed during Quarter

- Budget/ Tax Rate Prep, Completion, Statutory Requirements
- Hurricane Beryl; FEMA, TDEM Mtgs/Imports
- Sales Tax & Use Discrepancy
- WWTP Permit Postings/ Notifications
- End of Fiscal Year Closeouts/Filing/Record Retentions

Communications

CTY Notifications	28
FB Notifications	67
Website Updates	58

Developmental Services

Permits Issued	76
Contractors Registered	17
Total Fees Collected for Permitting	\$6,999.24
Licensed Inspections Completed	62
Commercial Projects in Progress	2
Residential Homes in Construction	4
Residential Homes in Review	2
Pre-Construction / Preliminary Mtgs./Potential Construction	4

Municipal Court

Tickets Processed	108
Number of Payments Received	103
Warrants Recalled	58
Warrants Issued	34
Cases Closed	113
Total Amount Collected	\$21,329.11
Initial Appearance Hearings	7
Show Cause Hearings	4
Pre Trial Hearings	1
Bench/Jury Trials	1
Retention Purge Phase 1- Incode; Order Signed	115
Retention Purge Phase 2- Old System; In first stages of progress	

General

Community Center Rentals	6
General Deposits Completed	11



Office of Public Works Quarterly Update

Utilities

Water

- 123 workorders, 28 – water leaks repaired

Gas Leaks

- 51 workorders, 4 – Gas leak repairs

Sewer

- 26 workorders, 7 – lines jetted

Dirty Water

- 7 – dirty water calls

Permits

- 26 permits received

Administration

- Daniel Wright has been studying for his license Class C

General

- Backyard Park – As of Friday 10/04/2024 the park was re-opened
- Generators – Community Center generator has been installed. Coastal Power Products will begin work on Thursday, October 10, 2024, at San Bernard Lift Station and Shady Lane Lift Station, from there they will proceed to the other generators for repairs.
- Public Works Shop - is in the process of having maintenance and repairs made to overhead doors.
- New Animal Shelter - will begin cleanout once dumpster is delivered.
- Lead & Copper Samples – Starting Monday, October 14, 2024, Public Works will be out delivering bottles for samples of lead and copper.

Sweeny Economic Development Corporation

Profit and Loss

June 10 - July 12, 2024

	TOTAL
Income	
Bank Interest	1,129.64
Sales Tax Income	10,304.16
Total Income	\$11,433.80
GROSS PROFIT	\$11,433.80
Expenses	
Admin. Expense	
Legal Services Fees	335.87
Medical Insurance	262.72
Office Supplies	226.18
Payroll Expense	75.00
Phone/Internet	41.68
Rent	140.00
Total Admin. Expense	1,081.45
Loan Interest Expense	3,695.80
Memberships	
ARCIT	300.00
Total Memberships	300.00
Payroll Expenses	
Taxes	282.34
Wages	3,690.84
Total Payroll Expenses	3,973.18
Total Expenses	\$9,050.43
NET OPERATING INCOME	\$2,383.37
NET INCOME	\$2,383.37



Sweeny Economic Development Corporation

Profit and Loss

July 15 - August 9, 2024

	TOTAL
Income	
Bank Interest	0.87
Sales Tax Income	13,396.59
Total Income	\$13,397.46
GROSS PROFIT	\$13,397.46
Expenses	
Admin. Expense	
Medical Insurance	262.72
Office Supplies	143.91
Phone/Internet	95.36
Total Admin. Expense	501.99
Advertising	
City Publication	4,659.56
Total Advertising	4,659.56
Loan Interest Expense	3,689.71
Payroll Expenses	
Taxes	282.35
Wages	3,690.84
Total Payroll Expenses	3,973.19
Wire Fee	10.00
Total Expenses	\$12,834.45
NET OPERATING INCOME	\$563.01
NET INCOME	\$563.01

Sweeny Economic Development Corporation

Profit and Loss

August 9 - September 6, 2024

	TOTAL
Income	
Bank Interest	865.43
Sales Tax Income	12,991.83
Total Income	\$13,857.26
GROSS PROFIT	\$13,857.26
Expenses	
Admin. Expense	
Legal Services Fees	311.53
Medical Insurance	262.72
Office Supplies	760.61
Payroll Expense	75.00
Phone/Internet	41.68
Rent	140.00
Total Admin. Expense	1,591.54
Loan Interest Expense	3,683.60
Payroll Expenses	
Taxes	282.36
Wages	3,690.84
Total Payroll Expenses	3,973.20
Total Expenses	\$9,248.34
NET OPERATING INCOME	\$4,608.92
NET INCOME	\$4,608.92

Sweeny Economic Development Corporation

Balance Sheet

As of September 6, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Escrow Account	0.00
Money Market Acct #1038451	17,444.04
Now Acct. #1038478	51,271.58
Petty Cash	3.26
TexPool	\$192,973.55
	261,338.78
Total Bank Accounts	\$330,057.66
Accounts Receivable	\$261,689.17
Accounts Receivable	0.00
Disaster Loan - Flash Fitness	0.00
Grant Reimb - Jubilee Nails	0.00
Total Accounts Receivable	0.00
Total Accounts Receivable	\$590.25
Other Current Assets	
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$330,638.01
Fixed Assets	\$261,689.17
Industrial Park Property	1,329,824.98
Phase I	221,145.32
Phase II	112,325.67
Phase III	98,321.12
Phase IV	23,125.20
Total Industrial Park Property	1,784,742.29
Total Fixed Assets	\$1,784,742.29
TOTAL ASSETS	\$2,115,380.30
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Direct Deposit Liabilities	0.00
Direct Deposit Payable	0.00
Payroll Liabilities	9,131.00
Federal Taxes (941/943/944)	-4,642.90
Federal Unemployment (940)	42.00
Medical	1,306.01
Total Payroll Liabilities	5,836.11
Texas Leverage Fund Loan	0.00

Sweeny Economic Development Corporation

Balance Sheet

As of September 6, 2024

	TOTAL
Total Other Current Liabilities	\$5,836.11
Total Current Liabilities	\$5,836.11
Long-Term Liabilities	
Southside Bank Loan	773,134.87
Total Long-Term Liabilities	\$773,134.87
Total Liabilities	\$778,970.98
Equity	
Opening Bal Equity	0.00
Retained Earnings	1,273,269.80
Net Income	63,139.52
Total Equity	\$1,336,409.32
TOTAL LIABILITIES AND EQUITY	\$2,115,380.30

Executive Director Report:

Spoke with Mr. Thomas with Southern Oil and Energy - interested in land at the industrial park.

Met with Mr. Broussard with Equipment Share. Met with Brian VP of Equipment Share - they have filled out an application for incentive for the industrial park.

Spoke with Debbie Bass, Dairy Mart - she has submitted a Block Grant application.

Spoke with Francis and Stephen Heckler, Hart's Automotive - they have submitted a Block Grant application.

Worked on the budget. Working on end of the moth and end of the year fiscal items.

Been in contact with Doug Colvin, attorney for Flash Fitness case. Liz Flash has been served. Was trying to contact Lecta Johnson. I provided a Matagorda and Mississippi address.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
Approved by City Manager		Presenter(s)	Kaydi Smith
Reviewed by City Attorney	Yes	Department	City Secretary; Ordinances
Subject	Discussion and possible action to Ordinance 24-108, De-annexing 2.68 acres from the City of Sweeny.		
Council Strategic Goals	Government Sustainability & Sense of Community		
Attachments / Supporting documents	Ordinance 24-108		
Financial Information	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City previously received a request to de-annex 2.68 acres, under ownership of Connie McAda. Council approved the de-annexation at the Regular Meeting on 09/17/2024. Approval of the ordinance is formality to complete the de-annexation process.

The requestor is not requesting reimbursement of taxes previously paid.

Property Information

PID 538245; Geo ID 6488-0000-000
 2.68 acres
 MCADA Subdivision (A0079 I KEEP); Lot 2
 Physical location is East Ashley Wilson Road, rear of PID 538246

Upon approvals, the City would notify the County Clerks Office, BCAD, the Brazoria County Engineering Department, City Engineers, and State Comptrollers Office.

Recommended Action

To approve Ordinance 24-108, de-annexing 2.68 acres from the City of Sweeny.

ORDINANCE NO. 24-108

AN ORDINANCE OF THE CITY OF SWEENEY, TEXAS, PROVIDING FOR DEANNEXATION OF THE TRACT OF LAND DESCRIBED HEREIN.

WHEREAS, The City of Sweeny, Texas, is a home rule city established under the laws of the State of Texas; and

WHEREAS, Connie McAda, the owner of the tract of land described herein has petitioned the City to deannex a tract of land from the city limits of the City of Sweeny; and

WHEREAS, the area to be deannexed is taxed as ag exempt and Connie McAda has not requested that prior years taxes be refunded; and

WHEREAS, it is in the best interest of the City and the City has agreed to deannex the property.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL
OF THE CITY OF SWEENEY, TEXAS:

Section One (1): The City Council hereby finds that the facts recited herein are true and correct.

Section Two (2): The City Council hereby deannexes that certain tract of land described as 2.68 acres of land known as Brazoria County Central Appraisal District property ID no. 538245, which is a portion of Lot 2 of the McAda Subdivision of Brazoria County, Texas, as recorded in Volume 22, Pages 257-258 of the Plat Records of Brazoria County, Texas, Imla Keep League, Abstract 79 of Brazoria County, Texas, said 2.68 acre tract being that portion of Lot 2 south of the current city limit line of the City of Sweeny, Texas, that crosses through Lot 2 of said subdivision.

Section Three (3): This ordinance shall be effective from and after its passage.

PASSED AND ADOPTED this ____ day of October, 2024.

DUSTY HOPKINS, Mayor of the City of
Sweeny, Texas

ATTEST:

KAYDI SMITH, City Secretary



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
		Presenter	ICM, Administration
Subject	Discussion and possible action to accept proposal from BTEL and allow Interim City Manager to enter into contract.		
Attachments / Supporting documents	BTEL Proposal		
Financial Information	Expenditure Required:	\$3700.00/Month for locations noted below	
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

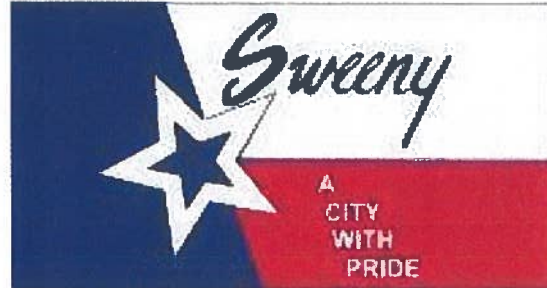
Btel has provided a proposal for the City for business class fiber internet and voice services at the following locations:

City Hall, PD, FD, PW, WWTP, Library/Community Center, Seniors Building, and Water Plant

Proposal is for a term of 60 months and includes internet and voice services. Internet and associated equipment would be supplied to each city location having its own dedicated internet access. Phone service includes phones for all locations with routers and switches. Non-recurring costs to all locations are waived with a 60 month signed term.

Recommended Action

To accept the Btel proposal and allow the Interim City Manager to enter into a contact for services.



**City of Sweeny-
Business Class Fiber Internet / Voice
Services Proposal**



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Executive Summary

Thank you for allowing Btel the opportunity to provide the City of Sweeny with a quote for Business Class Fiber Internet and Voice Services. Btel is a small, local, family-owned telecommunications company located at 314 W. Texas St, Brazoria, TX employing 50 local residents who live, work, and shop nearby. Btel has been the local service provider in southern Brazoria county for over 77 years providing Voice, Data & Video services to both large and small businesses, and residential customers. In recent years, because of demand, Btel has begun to expand extremely high, fiber optic-based bandwidth service outside normal boundaries in response to customer needs for reliable and sustainable Internet service.

Btel is a proud supporter of many community events, people, organizations and programs to include; SISD, CBISD, Brazoria Library, Local Police and Fire Departments, Brazoria Chamber of Commerce, West Columbia Chamber of Commerce, Youth Athletics, Boy Scouts of America, BACH, Scholarships and much more. Moreover, Btel also gave back more than \$100,000 to area residents affected by Hurricane Harvey between cash donations and credits for those who were unable to retrieve Btel assets.

In 2018, Btel constructed a world class Fiber-to-the-Home network delivering state of the art fiber optics and Central Office equipment to approximately 6000 Brazoria, Sweeny, West Columbia, and Lake Jackson businesses and residents. Btel utilizes the industries best practices for network deployments and only deploys the best back-office equipment. The fiber network is made up of Calix Layer 2/3 access equipment and Cisco/ Juniper Layer 2/3 routing and switching equipment to ensure consistency, reliability, and compatibility.

Locations

102 W. Ashley Wilson Rd., Sweeny TX: City Hall

210 N. Oak St., Sweeny TX: Police Department

204 Pecan St., Sweeny TX: Fire Department

205 W, Ashley Wilson Rd., Sweeny TX: Library/Community Center

205 Oak St., Sweeny TX: Senior Building

201 W. 2nd St., Sweeny TX: City Barn/Public Works

201 Peach St., Sweeny TX: Water Treatment Plant/Water Tower

2607 Ave. A, Sweeny TX: Waste Water Treatment Plant

NOTE: ALL ASSOCIATED NRC's Construction Costs are waived with a 60 month (5 year) contract

Quality of service

Btel prides itself on being a small, independent company whose founders pioneered the provision of telephone service to Btel and the surrounding communities. The Company remains committed to providing exceptional service to the communities served. As a small company, Btel is easily accessible. Many of Btel's personnel have been employed with the company for many years, and personally get to know Btel's customers. Btel delivers personal and consistent quality customer service to its customers.

For large customers such as the City of Sweeny, Btel will designate a direct point-of-contact so that the city and its affiliates are able to directly contact their account representative at any time. Btel also extends to customers a contact number for reporting service problems 24 hours a day, 7 days a week with access to all the same account and troubleshooting functions and capabilities as employees. Btel also maintains an interactive website to allow customers to view statements, report trouble, pay bills online, as well as receive important information regarding directory listings, regulatory information, important links and company contact information. Additionally, as a regulated telephone company, Btel complies with all Public Utility Commission's customer service rules and consumer protection standards. These standards ensure that Btel is taking strict measures to provide its customers with the highest quality of service available in the communications industry.

Btel understands the importance of reliable service. Btel's fiber optic and transport network achieves 99.999% uptime to ensure quality and reliable service for its customers. The backhaul network is fully redundant with failover routing and switching equipment to give optimal uptime and peace of mind to essential service customers such as the City of Sweeny.

Business Fiber Internet Services

The following monthly recurring quote includes Btel Business Class Fiber Internet services and all associated equipment. Each location has its own dedicated internet access with download and Upload Speeds all symmetrical at 100M each. Each site has the capability to be upgraded to 1Gig if necessary.

Btel Business Class Fiber Internet Services all locations at 100M/100M

City Hall
Police Department
Fire Department
Public Works
Waste Water Treatment Plant
Library / Community Center
Senior Building
Water Treatment Plant

Term:

60 Months

Btel Fiber Internet (DIA) Bandwidth Pricing: \$2400.00 per month

Voice Services / Leased Phones

City of Sweeny Business UC / Voice Services / Leased Phone Proposal

Project Objective:

To provide the City of Sweeny with Btel's state-of-the-art Business Unified Communication System. Specifics pertaining to the installation are contained in the scope of work. Btel will install the hardware, configure features, and train users on functionality.

Business UC Phone Benefits:

- Upgrades and maintenance are taken care of by Btel.
- Unlimited Scalability - flexible infrastructure can grow as the customer grows.
- Btel delivers a high-quality, reliable solution over its managed network.
- Btel's network will automatically handle calls and messages during power outages. In case of a disaster, employees can forward calls to their home or mobile phones.

Investment Breakdown:

Business UC / Voice Services (60-month term)	\$1300.00/Month
---	------------------------

Service Included

- | | |
|--|---|
| <ul style="list-style-type: none"> • 1 -Btel Business UC Phone System (routers & switches included) • Yealink T54W Phones with color touch display at all locations • Unlimited Call Features • Unlimited Long Distance • Fax Lines | <ul style="list-style-type: none"> • All current phone lines |
|--|---|

Prices do not include Federal, State or Local taxes or Federal and State mandated charges.

*System typically includes Router, Battery Backup, and dedicated Internet connection.

The total price for phone service through Btel is \$1300/month at all locations. This includes the telephone service/numbers you are being billed right now at a monthly rate. Once again within this pricing all parts are under warranty for the full term, upgrades included, maintenance/support is included.

Final Pricing Schedule (60 month Term)

Monthly Recurring Costs:

- 102 W. Ashley Wilson Rd., Sweeny TX: City Hall
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 210 N. Oak St., Sweeny TX: Police Department
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 204 Pecan St., Sweeny TX: Fire Department
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 205 W, Ashley Wilson Rd., Sweeny TX: Library/Community Center
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 205 Oak St., Sweeny TX: Senior Building
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 201 W. 2nd St., Sweeny TX: City Barn/Public Works
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 201 Peach St., Sweeny TX: Water Treatment Plant/Water Tower
 - **100Meg/100Meg : Business Class Internet Services**
 -
- 2607 Ave. A, Sweeny TX: Waste Water Treatment Plant
 - **100Meg/100Meg : Business Class Internet Services**

Total Internet Access (Bandwidth) / DIA: \$ 2,400.00

Voice Services / Business UC / Leased Phones: \$ 1300.00

TOTAL MONTHLY BILL FOR ALL SERVICES: \$3,700.00

NON – Recurring Costs:

Construction costs to each of the cities locations if a 60 Month term contract is not signed/awarded will be \$5,500

Non-Recurring costs to all locations are waived with a 60 month signed term.

Btel Commitment

Thank you for reviewing the proposal. We are excited about the opportunity to partner with The City of Sweeny. Btel is committed to providing you a quality experience, not only in this phase of the partnership but also for many years to come. We understand that you have other options; however, we are confident that none of our competitors can deliver the network proposed, the quality of Internet service, the bandwidth capabilities, nor the customer service. Btel may be small relative to larger companies which in our minds is our differentiating strength, we own our customers and value large businesses and absolutely understand and recognize that a city must be online in order to effectively and efficiently serve its' community; that is something we do not take lightly. Once you have an opportunity to review the proposal in detail, please let us know if you have any questions and again, thank you for your time and consideration.

Signature Page

Authorization: By signing below both parties agree that this contract is subject to the terms listed in the contract.

The City of Sweeny

Signature: _____
Printed Name: _____
Title: _____
Date: _____
Option: _____

Btel

Signature: _____
Printed Name: _____
Title: _____
Date: _____

By signing, I agree to the btel Business Terms and Conditions located at <https://www.btel.com/wp-content/uploads/Business-Service-Terms-Conditions.pdf>

Thank you for your business and we look forward to serving you!



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Item	
Approved by City Manager		Presenter(s)	Michelle Medina
Reviewed by City Attorney		Department	Sweeny EDC
Subject	Sweeny EDC Board Member applications		
Attachments			
Financial Information	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The Sweeny EDC has the following board members up for their 2-year term: Devin Lemon, Mary Karstedt, Katie Goff and Brittanie Hopkins. Devin and Mary will not be submitting a new applications.

The following applications were presented to the Sweeny EDC for consideration: Brittanie Hopkins, Neal Bess Jr., Agatha Sanchez and Christine Sowles.

Recommended Action

The Sweeny EDC recommends Brittanie Hopkins, Neal Bess Jr., and Christine Sowles to be appointed to the board for 2024 to 2026. (2-year term)



CITY OF SWEENEY

Application Expiration Date

10/7/2025

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

APPLICATION FOR BOARDS & COMMISSIONS

Please complete and return applications to the Office of the City Secretary at info@sweenytx.gov
All applications received are retained for one calendar year, starting from the date in which applications is received. In the event a position in the board you have chose Once application has expired, you will be required to resubmit.

APPLICATION FOR:

- Crime Control & Prevention District
- Parks & Recreation Board
- Planning & Zoning Board of Commissioners
- Sweeny Economic Development Corporation (SEDC)

PERSONAL INFORMATION:

<u>Hopkins</u> Last Name	<u>Brittanie</u> First Name	<u>[REDACTED]</u> Date of Birth
<u>979-824-8212</u> Phone	<u>brittanie@trilogresources.com</u> Email	<u>Business Owner</u> Occupation
<u>[REDACTED] Sweeny Tx 77480</u> Mailing & Physical Address		

Are you are resident of Sweeny? Yes No
 If no, do you live within 10 miles of the center of Sweeny? Yes No
 Length of residency 37 years

Are you a Registered Voter in Brazoria County? Yes No
 Voters Registration Number [REDACTED]
 Drivers License Number [REDACTED]

CONFLICT OF INTEREST:

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in matters that might come before the board or commission being applied for? Yes No

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies, or service? Yes

SERVICE INFORMATION:

Please list all City affiliated boards/commissions you are currently serving on and provide length of service.

None



CITY OF SWEENY

Application Expiration Date

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

Please provide a brief background on yourself and tell why you are applying for the specified position. What is your vision for specified organization? *Please note that all boards and commissions are on a volunteer basis. No compensation is awarded for serving.*

I am a life long resident of Sweeny as well as a local business owner, wife and mother of 4. In 2022, I was elected by my peers to Position 1 of the Sweeny ISD Board of Trustees. I was nominated and voted the President of Sweeny Cheer Booster Club and the Communications Coordinator for the Sweeny Bulldog Athletic Booster Club. In these roles I have strengthened my ability to work along side others to achieve common goals, further my understanding of the value in volunteerism and have been able to connect with others in my community.

My professional experience brings over a decade of knowledge in many levels of successful business management and operations. I also understand the many aspects of state taxes including Sales and Use Tax. I have worked with the state through tax amendments, refund requests and audits that all passed review. I understand the complexity of Sales and Use Tax collection, when it applies and how it should be calculated. I believe my experience and knowledge would make me an asset to the EDC board and allow me to provide valuable insight into the EDC's main source of revenue. If I am chosen for this position my hope is to aid in the growth of the local business community through strengthened relationships with our current stakeholders, maximizing all revenue opportunities and fostering new

REFERENCES:

Please provide contact information for two (2) references:

Name (First, Last) Donna Bohlar-Schroeder
Phone Number [Redacted]
Email [Redacted]
How acquainted? Professional Friend

Name (First, Last) Jake Berry
Phone Number [Redacted]
Email [Redacted]
How acquainted? Family Friend

Brittanie Hopkins 10/7/2024
SIGNATURE DATE

FOR OFFICE USE ONLY:

Date Received 10/7/2024 Time 1:34p By Email

Forwarded to Board/President/Affiliate Michele/Devin Date/Time 10/7/24 @ 1:34p

Application Expiration Date 10/7/25 (one year from date received)



CITY OF SWEENY

Application Expiration Date

09/10/2025

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

APPLICATION FOR BOARDS & COMMISSIONS

Please complete and return applications to the Office of the City Secretary at info@sweenytx.gov
All applications received are retained for one calendar year, starting from the date in which applications is received. In the event a position in the board you have chose Once application has expired, you will be required to resubmit.

APPLICATION FOR:

- Crime Control & Prevention District
- Parks & Recreation Board
- Planning & Zoning Board of Commissioners
- Sweeny Economic Development Corporation (SEDC)

PERSONAL INFORMATION:

<u>Bess Jr</u>	<u>Neal</u>	_____
Last Name	First Name	Date of Birth
<u>979-292-4028</u>	<u>nrcvark@gmail</u>	_____
Phone	Email	Occupation

Mailing & Physical Address

Are you are resident of Sweeny? Yes No
 If no, do you live within 10 miles of the center of Sweeny? Yes No
 Length of residency Lifetime

Are you a Registered Voter in Brazoria County? Yes No
 Voters Registration Number _____
 Drivers License Number _____

CONFLICT OF INTEREST:

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in matters that might come before the board or commission being applied for? Yes No

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies, or service? NO

SERVICE INFORMATION:

Please list all City affiliated boards/commissions you are currently serving on and provide length of service.

City Council - Current



CITY OF SWEENEY

Application Expiration Date

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

Please provide a brief background on yourself and tell why you are applying for the specified position. What is your vision for specified organization? *Please note that all boards and commissions are on a volunteer basis. No compensation is awarded for serving.*

SEE Attached

REFERENCES:

Please provide contact information for two (2) references:

Name (First, Last) _____
Phone Number _____
Email _____
How acquainted? _____

Name (First, Last) _____
Phone Number _____
Email _____
How acquainted? _____

Neal Bass
SIGNATURE

9-9-2024
DATE

FOR OFFICE USE ONLY:

Date Received 9/10/24 Time 2:04pm By Michelle Medina

Forwarded to Board/President/Affiliate already rec'd Date/Time -

Application Expiration Date 09/10/2025 (one year from date received)

Neal Bess, Jr. Candidate for Sweeny Economic Development Corporation Board

I am a lifetime resident of Sweeny. I am 67 years old.

I am married to Audrey Waddy Bess, the Social Service Director at Sweeny Community Hospital and we have been married forty-eight years. We have two grown children and seven wonderful grandchildren.

I am a retiree from Chevron/Phillips and was employed there forty-three and a half years as a Night Superintendent. I retired in May of 2012.

I have been a member of the Sweeny Fire and Rescue for thirty-three year.

I help to reorganize the Sweeny Fire Department in 1996.

I served as a City Councilman in the 1970's, 1980's, 1990's and 2000.

I served about 35 years on the Sweeny Beatification board, build a park on Main Street, one at Martin Luther King Street, one behind the Community, and at the Back Yard Park.

I served six years on the Action S Board and I was instrumental in getting the meals program started for the Senior Citizens in Sweeny.

I served eight years on the Habitat for Humanity Board.

I am a member of the American Legion Post 241 in Angleton, Texas.

I am a Member of the Brazoria County Combined Honor Guard.

I have been a lifetime member of the Brazoria County Fair Association for over 25 years.

I have been a life time member of the Brazoria County Cattlemen **Association for over 25 years.**

I am a member of the Fraternal Order of Eagle # 3111 in Freeport, Texas.

I have been a member of the Sweeny Lion Club for thirty three years.

I was the Charter representative for the Boy Scout Troop #561.

I am a member of the Sweeny Chamber of Commerce.

I was a member of the Sweeny District Willing for 35 years.

I am the owner of a 39 lot RV Park in Old Ocean Texas

Working with the present EDC Board we save the tax payer about \$400K.

My record of service shows that I am concerned about our Citizens, our City and our County. My top priority is to serve the City to increase the industrial growth, the businesses and to keep our City a unique place to live. I believe; if given this opportunity to server another two years on the EDC Board, we will proceed forward.



CITY OF SWEENY

Application Expiration Date _____

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

APPLICATION FOR BOARDS & COMMISSIONS

Please complete and return applications to the Office of the City Secretary at info@sweenytx.gov
All applications received are retained for one calendar year, starting from the date in which applications is received. In the event a position in the board you have chose Once application has expired, you will be required to resubmit.

APPLICATION FOR:

- Crime Control & Prevention District
- Parks & Recreation Board
- Planning & Zoning Board of Commissioners
- Sweeny Economic Development Corporation (SEDC)

PERSONAL INFORMATION:

Sowles Last Name Christine First Name Date of Birth

979-417-7001 Phone Chrissy sowles@cul.com Email self employed Occupation

Sweeny TX 77480

Are you are resident of Sweeny? Yes No
 If no, do you live within 10 miles of the center of Sweeny ? Yes No
 Length of residency Since 2011

Are you a Registered Voter in Brazoria County? Yes No
 Voters Registration Number
 Drivers License Number

CONFLICT OF INTEREST:

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in matters that might come before the board or commission being applied for? Yes No

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies, or service? no

SERVICE INFORMATION:

Please list all City affiliated boards/commissions you are currently serving on and provide length of service.
none



CITY OF SWEENEY

Application Expiration Date _____

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

Please provide a brief background on yourself and tell why you are applying for the specified position. What is your vision for specified organization? *Please note that all boards and commissions are on a volunteer basis. No compensation is awarded for serving.*

I have a background in Real Estate - I lived in Michigan from 1967 to 2008, - Early 20's I had Realtors License, then BROKERS Lic, ALSO I had Builders Lic. I had just recieved a massage therapist certificate in 2008 then moved here to Brazoria TX. I Also was mortgage originator in michigan.

Upon moving to Texas, worked at Home Depot and Lowes in the contractors desk then did outside sales for both interior and exterior remodeling projects for Lowes.

REFERENCES:

Please provide contact information for two (2) references:

Name (First, Last) Tesha Lemons
Phone Number [REDACTED]
Email _____
How acquainted? used to be coworkers

Name (First, Last) Nadine Swanson
Phone Number [REDACTED]
Email _____
How acquainted? friends

Christine Sowles _____ 9-6-24
SIGNATURE DATE

FOR OFFICE USE ONLY:
Date Received 9/6/2024 Time 11:51 A By [Signature]
Forwarded to Board/President/Affiliate _____ Date/Time _____
Application Expiration Date _____ (one year from date received)



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Meeting Date	10/15/2024	Presenter	Caniel "Shaun" Massey; P&R Board
Subject	Discussion and possible action to appoint applicants to the Parks and Recreation Board.		
Council Strategic Goals	Sense of Community		
Attachments / Supporting documents	Applications; Massey, Tolley		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	-	
	Additional Appropriation Required:	-	
	Additional Account Number:	-	

Executive Summary

The Parks and Recreation Board has been looking for members we recently decreased the number of board members to help the board establish a quorum. Additionally, Mark Morgan has recently submitted his resignation.

The Board currently has two positions available and has received two applications; attached.

Jenny Massey
Woodrow Tolley

Currently members are:

Caniel "Shaun" Massey- Position 1
Cerrington Massey- Position 3
Denton Nix- Position 5

The current members are to expire in May 2026. New applicants would fill the remainder of the two terms to expire May of 2025. Previously when Council reduced the number of board members, it was suggested for Positions 1,3, and 5 to term May 2025. However, due to ordinance 35.02 referenced below, it would be requested to allow the terms above in order to comply with our current ordinance.

§35.02 Of the five members of the Park and Recreation Board, three members shall be appointed in each even-numbered year and two members shall be appointed in each odd-numbered year, within 30 days after each regular city election, to serve terms of two years each.

City Council shall determine the appointments to the Board.

§35.05, Vacancies occurring in the Board, for whatever reason, shall be filled within 30 days by appointment by the City Council for the remainder of the unexpired term.

Recommended Action

To appoint Jenny Massey and Woodrow Tolley to the Parks and Recreation Board to fill the current terms, expiring May 2025.



APPLICATION FOR BOARDS & COMMISSIONS

Please complete and return applications to the Office of the City Secretary at info@sweenytx.gov
All applications received are retained for one calendar year, starting from the date in which applications is received. In the event a position in the board you have chose Once application has expired, you will be required to resubmit.

APPLICATION FOR:

- Crime Control & Prevention District
- Parks & Recreation Board
- Planning & Zoning Board of Commissioners
- Sweeny Economic Development Corporation (SEDC)

PERSONAL INFORMATION:

<u>Massey</u>	<u>Jenny</u>	<u>██████████</u>
Last Name	First Name	Date of Birth
<u>979-201-9683</u>	<u>jennymassey6@gmail.com</u>	<u>Assistant Principal/District Testing Coordinator</u>
Phone	Email	Occupation
<u>██████████ Sweeny Texas 77480</u>		

Mailing & Physical Address

Are you are resident of Sweeny? Yes No
 If no, do you live within 10 miles of the center of Sweeny ? Yes No
 Length of residency _____

Are you a Registered Voter in Brazoria County? Yes No
 Voters Registration Number _____
 Drivers License Number ██████████

CONFLICT OF INTEREST:

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in matters that might come before the board or commission being applied for? Yes No

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies, or service?

SERVICE INFORMATION:

Please list all City affiliated boards/commissions you are currently serving on and provide length of service.

Sweeny Economic Development Corporation,(4yrs), Sweeny Hospital Foundation Board, (2yrs), Sweeny Planning and Zoning Board of Commissioners



102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

Please provide a brief background on yourself and tell why you are applying for the specified position. What is your vision for specified organization? *Please note that all boards and commissions are on a volunteer basis. No compensation is awarded for serving.*

I am applying for this position to assist in obtaining valuable and timely feedback and public input to help guide and prioritize park initiatives.
My vision is to preserve, protect, maintain, and enhance its natural resources and recreational opportunities for current and future generation

REFERENCES:

Please provide contact information for two (2) references:

Name (First, Last) Shaun Massey
Phone Number [REDACTED]
Email [REDACTED]
How aquainted? Husband

Name (First, Last) Cerrington Massey
Phone Number [REDACTED]
Email [REDACTED]
How aquainted? Son

Jenny Massey

10/01/2024

SIGNATURE

DATE

FOR OFFICE USE ONLY:

Date Received 10/01/2024 Time 5PM By Email

Forwarded to Board/President/Affiliate Shaun Massey Date/Time 10/01/2024 5:11PM

Application Expiration Date 10/01/2025; unless (one year from date received)
appointed, it will be
filed with appointment
paperwork



CITY OF SWEENY

Application Expiration Date

10/3/25

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

APPLICATION FOR BOARDS & COMMISSIONS

Please complete and return applications to the Office of the City Secretary at info@sweenytx.gov
All applications received are retained for one calendar year, starting from the date in which applications is received. In the event a position in the board you have chose Once application has expired, you will be required to resubmit.

APPLICATION FOR:

- Crime Control & Prevention District
- Parks & Recreation Board
- Planning & Zoning Board of Commissioners
- Sweeny Economic Development Corporation (SEDC)

PERSONAL INFORMATION:

Tolley _____ Last Name	Woodrow _____ First Name	_____ _____ Date of Birth
(909)210-0888 _____ Phone	Justaroundhere757@gmail.com _____ Email	Trainer/operator _____ Occupation
_____ Sweeny TX 77480 Mailing & Physical Address		

Are you are resident of Sweeny? Yes No
 If no, do you live within 10 miles of the center of Sweeny ? Yes No
 Length of residency 8 years _____

Are you a Registered Voter in Brazoria County? Yes No
 Voters Registration Number _____
 Drivers License Number _____

CONFLICT OF INTEREST:

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in matters that might come before the board or commission being applied for? Yes No

Do you, your spouse, or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies, or service?

SERVICE INFORMATION:

Please list all City affiliated boards/commissions you are currently serving on and provide length of service.

CCPD, 1 year _____

✓ 10/2/24 1:23 pm



CITY OF SWEENY

Application Expiration Date _____

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

Please provide a brief background on yourself and tell why you are applying for the specified position. What is your vision for specified organization? *Please note that all boards and commissions are on a volunteer basis. No compensation is awarded for serving.*

My wife and I moved into the area 8 years ago and have strived to serve the community ever since.
Though living outside the city limits, our lives revolve around the city. We currently have a student at three
Sweeny ISD schools and serve on the fire department. I have previously served on the chamber of
commerce board and currently serve on the CCPD board in an attempt to help improve upon the great
city we think of as home. With my dedication to the betterment of the city I believe I will be a valuable
addition to the parks and Rec board and look forward to the work that board will do toward improving
upon our local recreational areas for the public.

REFERENCES:

Please provide contact information for two (2) references:

Name (First, Last) Caniel "Shaun" Massey
Phone Number [REDACTED]
Email _____
How acquainted? Serve on the fire department together

Name (First, Last) Neal Bess Jr.
Phone Number [REDACTED]
Email _____
How acquainted? Serve on the fire department together

[Handwritten Signature] _____ 10-3-24
SIGNATURE DATE

FOR OFFICE USE ONLY:

Date Received 10/3/24 Time 1:23 P By KJ/KJP
Forwarded to Board/President/Affiliate Shaun Massey Date/Time 10/3/24
Application Expiration Date 10/3/25 (one year from date received)



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10.15.2024	Agenda Items	
Approved by City Manager		Presenter(s)	Administration/CS
Reviewed by City Attorney		Department	Resolutions/Grants
Subject	Discussion and possible action to Resolution 24-115, designating authorized signatories for contractual documents and documents requesting funds pertaining to the CDBG-MIT General Land Office State Contract No. 22-082-007-D205.		
Council Strategic Goals	Government Sustainability & Sense of Community		
Attachments / Supporting documents	Resolution 24-115; Resolution 24-112		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

Resolution 24-115 is to amend the previous Resolution, 24-112, for the signatories of the CDBG-MIT GLO grant. Previously the City Manager is listed. GLO requires the exact language of "Interim City Manager" to add Mr. Jordan as authorized, even if the position has the capacity to act as the City Manager for contractual and financial decisions. This is a formality requirement in order to update the signatories authorization form.

Previously Council adopted Resolution 24-112, 08/27/2024, to remove Assistant City Secretary and replace with Finance Director.

Upon approval, a new Depository/Authorized Signatories Designation Form will be completed/submitted to the GLO.

Authorized for contractual signatories would be the Mayor & City Manager or Interim City Manager.

Authorized for financial signatories would be Mayor, City Manager or Interim City Manager, Finance Director, and City Secretary.

Recommended Action

To approve Resolution 24-115, updating the designated authorized signatories for contractual documents and documents requesting funds pertaining to the CDBG-MIT GLO State Contract No. 22-082-007-D205.

RESOLUTION AUTHORIZING SIGNATORIES

A RESOLUTION BY THE CITY COUNCIL OF CITY OF SWEENY DESIGNATING AUTHORIZED SIGNATORIES FOR CONTRACTUAL DOCUMENTS AND DOCUMENTS FOR REQUESTING FUNDS PERTAINING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT - MITIGATION PROGRAM (CDBG-MIT) GENERAL LAND OFFICE (GLO) STATE CONTRACT NUMBER 22-082-007-D205.

WHEREAS, City of Sweeny has received a Community Development Block Grant - Mitigation award to provide Sewer Improvements; and

WHEREAS, it is necessary to appoint persons to execute contractual documents and documents requesting funds from the Texas General Land Office and;

WHEREAS, an original signed copy of the CDBG-MIT Depository/Authorized Signatories Designation Form is to be submitted with a copy of this Resolution, and;

WHEREAS, City of Sweeny acknowledges that in the event that an authorized signatory changes (elections, illness, resignations, etc.) the following will be required:

- a resolution stating the new authorized signatory (A new resolution is not required if this original resolution names only the title and not the name of the signatory); and
- a revised CDBG-MIT *Depository/ Authorized Signatories Designation Form*.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF SWEENY, TEXAS, AS FOLLOWS:

SECTION 1: The [Mayor and Interim City Manager](#) be authorized to execute contractual documents between the Texas General Land Office and the City for the Community Development Block Grant Mitigation Program.

SECTION 2: The [Mayor, Interim City Manager, City Secretary, and Finance Director](#) be authorized to execute the *State of Texas Purchase Voucher* and *Request for Payment Form* documents required for requesting funds approved in the Community Development Block Grant Mitigation Program.

SECTION 3: The [Mayor](#) be authorized to execute environmental review and related documents as the responsible entity (RE) for the Community Development Block Grant Mitigation Program.

PASSED AND APPROVED BY THE CITY COUNCIL OF CITY OF SWEENY, TEXAS,
on _____, 2024.

APPROVED:

Mayor

ATTEST:

City Secretary



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date		Agenda Items	
Approved by City Manager		Presenter(s)	
Reviewed by City Attorney		Department	Public Works; City Manager; Finance
Subject	Budget amendment for building maintenance		
Council Strategic Goals	Government Sustainability: Protect City's Financial Integrity and Ensure Government Transparency		
Attachments / Supporting documents	Diver Overhead Door Price Quote Requisition TB-10092024		
Financial Information	Expenditure Required:		N/A
	Amount Budgeted:		N/A
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The overhead doors to the Public Works shop need to be repaired to bring into working order for security and protection of contents. The building that is to house the animal shelter is being cleaned out to prepare for demolition and secure storage for contents is needed.

The adopted FY24-25 budget allows for building maintenance of \$500.

A budget amendment is requested to increase the building maintenance budget to \$1,500. The adopted budget has net revenue of \$20,446 which will be reduced to \$19,446 with this amendment.

Recommended Action

Adopt a budget amendment to Line Item Public Works Building Maintenance amending the budgeted amount from \$500 to \$1,500 and reducing net revenue to \$19,446.

Diver Overhead Door

110 County Road 400

Freeport, Texas 77541

979-798-2558

Email: dohdoor@hotmail.com

Price Quote

Date: 10-09-2024

Name: City Of Sweeny

Address: 201 W 2nd Street Sweeny/ Public Works

Doors

(1) (2) (3)

Door #1

Replaced 1-10' Commercial Bottom Section

Replace/Splice Vertical track on bottom

Replace 8" C-Channel 4' feet off ground reattach to concrete

Adjust springs and lube as needed

No outside siding or trim work repaired

Door #2 and Door #3

Adjust springs and lube as needed

Total: \$1150.00

Comments: This quote expires after 30 days.

To accept, please sign and return this document.

Signature_____ Date_____



Instructions for Requisition Coversheet Form

Section I – General Information

1. Complete items (A) through (D) of the form **after** following the instructions for Sections II and III.
 - A. Requisition Number: First Initial Last Initial MM DD YYYY (i.d. RC09012020)
2. Contact the City Manager if you have any questions.
3. **Email, Fax or Intramail the completed form (do not include the instructions) with any applicable information (quotes, sole source letter, justification, etc.) to the City Manager at rccook@sweenytx.gov. Use the Requisition number as a Subject line.**

Section II – HUB Contact Documentation (expenditures \$3,000.01 - \$49,999.99)

1. Review the Local Government Code Chapter 252.022

General Exemptions are listed below:

- a) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
- b) a procurement necessary to preserve or protect the public health or safety of the municipality's residents;
- c) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property;
- d) a procurement for personal, professional, or planning services;
- e) a procurement for work that is performed and paid for by the day as the work progresses;
- f) a purchase of land or a right-of-way;
- g) a procurement of items that are available from only one source, including:
 - i. items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;
 - ii. films, manuscripts, or books;
 - iii. gas, water, and other utility services;
 - iv. captive replacement parts or components for equipment;
 - v. books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and
 - vi. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits;
- h) a purchase of rare books, papers, and other library materials for a public library;
- i) paving drainage, street widening, and other public improvements, or related matters, if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements;
- j) a public improvement project, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voters;
- k) a payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter [212](#);
- l) personal property sold:
 - i. at an auction by a state licensed auctioneer;
 - ii. at a going out of business sale held in compliance with Subchapter F, Chapter [17](#), Business & Commerce Code;
 - iii. by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or
 - iv. under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter [391](#);
- m) services performed by blind or severely disabled persons;
- n) goods purchased by a municipality for subsequent retail sale by the municipality;



- o) electricity; or
 - p) advertising, other than legal notices.
- I. If the goods or services being purchased are covered under one of the General Exemptions above, check item (I) on the form, record the letter of the applicable General Exemption in the space provided and proceed to the instructions for Section III.
- II. If the goods or services being purchased are not covered under one of the General Exemptions, proceed to item 2.
2. Internet search for applicable Historically Underutilized Businesses (HUB) located in Brazoria County.
- a) Open your Internet browser.
 - b) Clear the Address Bar and type in: <https://mycpa.cpa.state.tx.us/tpasscmbsearch/index.jsp>. Press enter. For future convenience, this URL address may be saved in your Internet browser Favorites.
 - c) A web page titled "Centralized Master Bidders List – HUB Directory Search" should now be displayed in your browser. Click on the "HUBs Only" button under the "Search For" section.
 - d) Select Brazoria County under the "Business Category/Vendor Location Search" section.
 - e) Click on the button titled "Search" at the bottom of the page.
 - f) The Texas Comptroller of Public Accounts list of Brazoria County HUBs should now be displayed in your browser. Scan the list and determine if any of the businesses are applicable to your purchase. The list may be printed by left clicking on the print icon of the browser. More detailed information on a particular business may be displayed by left double clicking on the company name. Proceed to item 3.
3. If no applicable HUBs are identified from the search performed in item 2, place a check in front of item (H) on the form and proceed to the instructions for Section III.
4. If one or more applicable HUBs are identified from the search performed in item 2, the requesting department shall contact at least one (1) of those on a rotating basis for future purchases on like items. If only one applicable HUB is identified, the requesting department shall contact the business for a price quote. Proceed to item 5.
5. After contacting the HUBs, place a check in front of item (G) on the form. Document the name(s) of the HUB(s) that was/were contacted.

Section III – Competitive Quotation Documentation

1. Answer the questions in items (J), (K), (L) and (M) of the form.
- a. If this is a cooperative or sole source purchase, proceed to the instructions for Section I.
 - i. Cooperative Purchase will be a purchase within an executed contract with the vendor and the City or a purchase with a discount group such as the Texas Buy Board
 - ii. Sole Source Purchases will be a purchase when **only one supplier for the required item is available**. Example would be an engineered item, proprietary item or supplier is the only vendor that can provide the item.
 - b. If this is a single source purchase, provide written justification in the space provided in item (T), attaching additional sheets if necessary. Proceed to the instructions for Section I.
 - i. Single Source Purchase will be a purchase with **a source that is purposefully chosen by the City, even when other suppliers are available**.
2. If the purchase is neither a cooperative, sole source or single source purchase, a minimum of three (3) competitive recent quotations are required. If the items being purchased consist of services, the Statement of Work (SOW) that was prepared in item 1 (c) shall be provided to the prospective contractors.
3. Record three (3) quotations in items (N) through (S) of the form.
- a. If the vendor being recommended is low quote, proceed to the instructions for Section I and type in recommended vendor in (F);
 - b. If the vendor being recommended is not low quote, provide written justification in the space provided in item (T), attaching additional sheets if necessary. Proceed to the instructions for Section I.



CITY OF SWEENY Purchase Requisitioning

Item 12.

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • F: (979) 548-7745

Section I – General Information PURCHASE ORDER # _____ (Assigned by City Manager or designate)

(A) Requisition Number: TB-10092024-01 (B) Requisition Date: 10/09/2024
 (C) Expenditure Line Item: _____ (D) Requisitioned By: Terrence Bell
 (E) Total Amount of Purchase \$1,150.00 (F) Recommended Vendor: Diver Overhead Door

Section II – HUB Contract Documentation (expenditures \$3,000.01 - \$49,999.99)

In compliance with Chapter 252.0215 of the Texas Local Government Code, the department originating this purchase requisition, or the Buyer certifies that:

SELECT ONLY ONE

(G) The following Brazoria County Historically Underutilized Businesses were identified and contacted concerning this purchase

HUB #1	HUB #2

(H) No applicable Brazoria County HUBs were identified from the Comptroller of Public Accounts listing; therefore, the City is exempt from HUB contact requirements for this purchase.

(I) Purchase is exempt from HUB contact requirements because it is covered under General Exemption Number _____. (Refer to the instructions for a list of the General Exemptions)

Section III – Competitive Quotation Documentation

Competitive quotations are generally require for cooperative, emergency, sole source or single source purchases, with justifications/sole source documentation, and approval.

(J) Cooperative Purchase? Yes No PSA/Contract # _____
 (K) Sole Source? Yes No
 (L) Single Source? Yes No
 (M) Emergency Purchase? Yes No

>If yes, City Manager authorization _____

		Quotation #1	Quotation #2	Quotation #3	Quotation #4	Quotation #5
(N)	Name of Company	Diver Overhead Door				
(O)	Telephone #	979-798-2558				
(P)	Contact Person	Kara				
(Q)	Email Address	Dohdoor@hotmail.com				
(R)	Total Price Quoted	\$1,150.00				
(S)	Quotation #					

(T) Justification for sole/single source, emergency purchase or recommendation of vendor other than low quote (attach additional sheets if necessary)

Department/Buyer Signature _____

Date _____



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
Approved by City Manager		Presenter(s)	Kaydi Smith
Reviewed by City Attorney	Yes	Department	Developmental Services; Contractual Agreements
Subject	Discussion and possible action to contractual agreement for Plumbing Inspections, Building Inspections, and Reviewal Services for FY 2024 / 2025.		
Council Strategic Goals	Government Sustainability & Sense of Community		
Attachments / Supporting documents	Contractual Agreement		
Financial Information	Expenditure Required:		As Completed
	Amount Budgeted:		\$12,000.00 ** All MEP Inspections
	Account Number:		50-20-6279
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The annual Plumbing and Building Inspection Services contractual agreement has been updated to reflect the updated annual dates; October 2024 to October 01, 2025. Prices are aligned with the last fiscal year, as no fee increases has been requested. All inspections and/or reviews are paid upon completion of said inspection and/or review, reflective of the permitting departments logs and submitted invoice from inspector.

The City is required to have all plumbing inspections completed by a licensed plumbing inspector per the Texas Occupational Code, §1301.551 (d).

Don Malone has been our contracted plumbing inspection services contractor since 2016 and has additionally been filling the role of building inspector and plan reviewer for the past several years.

Recommended Action

To approve the annual Fiscal Year 2024 / 2025 contractual agreement with Don Malone, for plumbing inspections, building inspections, and building reviewal services.

INSPECTION SERVICES AGREEMENT

This agreement is entered into by and between the CITY OF SWEENY, TEXAS, a political subdivision of the State of Texas, and DONALD MALONE, hereinafter referred to as “Contractor”.

PURPOSE: The purpose of this agreement is to secure the services of Contractor to provide plumbing inspection services for the City of Sweeny, when plumbing inspection services are required by the City of Sweeny building codes.

DESCRIPTION OF SERVICES TO BE PROVIDED: In consideration of the compensation received under this agreement, Contractor will provide the services for the City of Sweeny described below.

IN CONSIDERATION OF the mutual promises and understandings contained in this agreement, Contractor and City of Sweeny agree as follows:

PERIOD OF PERFORMANCE:

The period of performance under this Agreement shall be from October 1, 2024 to October 01, 2025, unless sooner terminated or extended as provided therein.

COMPENSATION:

The City of Sweeny shall pay Contractor the sum of \$50.00 for each trade inspection completed for the City to include plumbing, electrical, mechanical, and/or building.

The City of Sweeny shall pay Contractor for any large scaled projects to include plan review or inspections dependent on the job scale, size, type, estimate, and bid as agreed upon by the contractor and city manager suitable to the project.

SUPERVISION/EMPLOYEES:

Contractor will perform all work under this contract by himself or his own employees.

Contractor will ensure that industry accepted safe practices are followed in performance of the work.

DUTIES AND RESPONSIBILITIES:

Contractor hereby accepts responsibility for performing all inspections when requested by the City of Sweeny in a good and workmanlike manner and in accordance with the duly adopted Building Codes of the City of Sweeny. A properly completed inspection report shall be provided to the City of Sweeny by the Contractor upon completion of the inspection.

CONTRACTOR NOT AN EMPLOYEE OF THE CITY OF SWEENY:

Contractor and his employees or agents performing under this agreement are not employees or agents of the City of Sweeny and are not entitled to workman’s compensation or any benefit of employment with the City of Sweeny. The City of Sweeny shall have no responsibility for

security or protection of Contractor's supplies or equipment, or for providing insurance for, including workman's compensation insurance, or wages to Contractor or Contractor's employees. Contractor will not hold himself out as, nor claim to be, an officer or employee of The City of Sweeny by reason of this agreement, nor will Contractor make any claim of right, privilege, or benefit which would accrue to any employee of the City of Sweeny. The parties agree that Contractor is the independent contractor of The City of Sweeny and in no way an employee or agent of the City of Sweeny.

EQUIPMENT AND SUPPLIES:

The City of Sweeny shall supply all necessary tools, equipment, and forms for Contractor's use in the performance of this contract.

NON-EXCLUSIVITY:

Nothing contained in this agreement shall be construed to limit in any way Contractor's right or ability to make its services available to the general public during the term of this contract or to enter into contracts or other agreements with any other individual or entity.

ASSIGNMENT:

Contractor shall neither assign this agreement nor any claim arising under the agreement without the previous written consent of the City of Sweeny.

CHANGE AND MODIFICATIONS:

Any change or modification to this Agreement must be in writing and signed by both parties.

FAILURE TO PERFORM/BREACH OF AGREEMENT:

In the event non-performance or unsatisfactory performance by Contractor of any obligation of this Agreement or if Contractor is in substantial non-compliance with any of its terms, The City of Sweeny shall provide written notice to Contractor of said nonperformance or unsatisfactory performance or substantial non-compliance. Provided further, Contractor shall have five (5) days after such notice to cure said failure or noncompliance.

TERMINATION – GENERAL:

This agreement may be terminated without cause by either The City of Sweeny or Contractor upon sixty (60) days written notice.

TERMINATION – FOR CAUSE:

The City of Sweeny may, by written notice, terminate this agreement for cause, in whole or in part, for failure of Contractor to perform its obligations under this agreement, subject to the provisions stated in Failure to Perform/Breach of Agreement. In such event, Contractor shall be liable for damages as authorized by law.

TERMINATION – PROCEDURE:

or wages to Contractor or Contractor’s employees. Contractor will not hold himself out as, nor claim to be, an officer or employee of The City of Sweeny by reason of this agreement, nor will Contractor make any claim of right, privilege, or benefit which would accrue to any employee of the City of Sweeny. The parties agree that Contractor is the independent contractor of The City of Sweeny and in no way an employee or agent of the City of Sweeny.

COUNTERPARTS:

This agreement is to be executed in duplicate, and each duplicate shall be considered an original copy of this agreement by each party for all purposes.

ENTIRE AGREEMENT:

This agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this contract shall be considered to exist or to bind any of the parties to this agreement unless otherwise stated in this agreement.

This agreement incorporates and includes all of the changes agreed by and between the parties and supersedes and replaces any oral discussions, representations, or stipulations previously entered into by the parties.

SEVERABILITY:

If any provision of this agreement shall be held invalid, such invalidity shall not affect other provisions of this agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared severable.

ATTORNEY FEES:

Reasonable attorney fees shall be awarded to the prevailing party in any action to enforce this agreement or to declare forfeiture or termination of this agreement.

IN WITNESS WHEREOF, the parties have signed this agreement this _____ day of _____, 2024.

Contractor, DONALD MALONE

THE CITY OF SWEENEY, TEXAS
By: DAVID JORDAN,
Interim City Manager



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
Approved by City Manager		Presenter(s)	Kaydi Smith
Reviewed by City Attorney	Yes	Department	City Secretary; Resolutions
Subject	Discussion and possible action to Resolution 24-116, designating a representative and alternative to the Houston-Galveston Area Council (HGAC), 2025 General Assembly.		
Council Strategic Goals	Government Sustainability & Sense of Community		
Attachments / Supporting documents	Resolution 24-116; 2025 Home Rule Letter		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

A representative and alternative are selected annually to the General Assembly of the Houston – Galveston Area Council (HGAC). The selected represent our community and get to be a part of the HGAC’s decision making progress. Previously Position 1, Mark Morgan Jr. was the representative with Position 4, John Rambo as the alternate.

The HGAC is a regional organization through which local governments consider issues and cooperate in solving are wide problems. Through HGAC, local governments also initiate efforts in anticipating and preventing problems, saving public funds. The 13 counties in HGAC’s region are Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller, and Wharton. There are more than 100 member cities in the region.

H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens.

H-GAC is made up of the region's local governments and their elected officials, and works together with public and private sector organizations and a host of volunteers.

The City pays an annual membership fee with HGAC. Last years fee was \$0.04 per capita, at 3,626, or \$200.00; whichever is greater. Our membership is by calendar year and is in effect until December of 2024. Renewals will come at the first of 2025.

Recommended Action

To approve Resolution 24-116, designating _____ as the City of Sweeny’s representative and _____, as an alternate for the General Assembly of the Houston Galveston Area Council for the year 2025.

RESOLUTION NO. 24-116
DESIGNATION OF REPRESENTATIVE AND ALTERNATE
HOUSTON-GALVESTON AREA COUNCIL
2025 GENERAL ASSEMBLY

BE IT RESOLVED, by the Mayor and City Council of Sweeny, Texas that _____ be, and is hereby designated as its Representative to the **GENERAL ASSEMBLY** of the Houston-Galveston Area Council for the year 2025.

FURTHER, that the Official Alternate authorized to serve as the voting representative should the hereinabove named representative become ineligible, or should he/she resign, is _____.

THAT the Executive Director of the Houston-Galveston Area Council be notified of the designation of the hereinabove named representative and alternate.

PASSED AND ADOPTED, this ____ day of _____, 2024.

APPROVED:

Mayor

ATTEST:



HOUSTON-GALVESTON AREA COUNCIL

OFFICE OF THE EXECUTIVE DIRECTOR

To: Mayors – Home Rule Cities
Subject: 2025 General Assembly Designations
From: Chuck Wemple
Date: September 19, 2024

The Houston-Galveston Area Council has had an exciting and eventful 2024. We remain dedicated to better serving our member governments. We are working to do this by continuing to bring the conversation to your communities to listen to your needs and determining how we can help improve quality of life across the region. Thus far we have visited all of our regions' counties, and have started the second round of visits.

As we look forward to 2025, we ask that you appoint elected leaders from your governing body to represent your community and be a part of our decision-making progress. H-GAC bylaws allow each member of Home Rule cities to designate an elected official to represent you on the General Assembly and at the Home Rule cities caucus meeting. At the caucus meeting, Home Rule cities from across the region will elect two members to represent all Home Rule cities on the H-GAC Board of Directors, and two members to serve as alternates.

I have attached the nomination form on which you can designate your representatives. Please email the completed form to Vanessa.McKeehan@h-gac.com. If more information concerning General Assembly and Board of Directors membership would be useful, please contact me at 713-993-4514 or Rick Guerrero at 713-993-4598.

A dinner meeting of Home Rule city representatives is scheduled for Thursday, November 7, 2024 starting at 6:00 p.m. It will be at the The Royal Sonesta, 2222 W Loop S, Houston, TX 77027. Your city's designees are highly encouraged to attend and help elect the 2025 Home Rule Cities' representatives to the H-GAC Board of Directors.

Thank you for your continuing participation and support for the Houston-Galveston Area Council. We look forward to working with you in the coming year.

Sincerely,

A blue ink signature of Charles Wemple is shown above a horizontal line. Below the line, the text 'Charles Wemple (Oct 1, 2024 05:35 CDT)' is printed in a small, blue font.

Chuck Wemple



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Meeting Date	10/07/2024	Agenda Items	
Subject	Discussion and possible action to annual reminder of the functions, powers, and responsibilities of elected officials.		
Attachments / Supporting documents	Links within		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	--	
	Additional Appropriation Required:	--	
	Additional Account Number:	--	

Executive Summary

As the new Fiscal Year kicks off, yearly reminder for Council to review the Public Information Act, Open Meetings Act, Code of Conduct, and Social Media engagements suggestions. You have completed your PIA and OMA training some time ago; refresher information is notated below and suggested as a simple review.

The below links from Texas Municipal League (TML) presents an overview of the functions, powers, and responsibilities of mayors and councilmembers in home rule and general law cities. Topics covered include policy development, budgeting and financial administration, council meetings, conflicts of interest, personal liability, and media relations. For additional beneficial resources, please visit www.tml.org.

- [2024-Key-Legal-Requirements-for-Texas-City-Officials-FINAL \(tml.org\)](#)
- [2024handbook_web \(tml.org\)](#)
- [Essential Training | Texas Municipal League, TX \(tml.org\)](#)

Code of Conduct & Social Media Information

Expected Behaviors/ Conduct

- Be considerate and respectful of others.
- Refrain from behavior and speech that could be perceived as demeaning, discriminatory, or harassing.
- Be mindful of your surroundings and of other participants.
- Respect the rules and policies of the meeting facility and the City.

Unacceptable Behaviors

- Offensive or unwanted behavior or language related to race, ethnicity, religion, sexual orientation, gender expression or identity, age, disability, or any other protected category.
- Harassment in any form, including bullying, threatening, stalking, or intimidation.
- Real or implied threat of harm including physical, professional, or financial.
- Unwelcome and uninvited attention or contact.
- Boisterous, lewd, or offensive behavior or language that may disrupt an event.
- Any illegal activity not already covered above.

This Code of Conduct will help ensure a welcoming, respectful, and collaborative community, and we thank you for sharing the commitment.

SOCIAL MEDIA

The extent to which a jurisdiction or individual uses social media varies. Before engaging you should assess your risk tolerance and make sure certain laws – such as **the Public Records Act and Open Public Meetings Act** – are followed. You are a public official, please exercise caution when engaging on social media.



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Make a clear distinction between official accounts, Position or campaign accounts, and personal accounts. One way elected officials and staff can clearly distinguish private social media accounts is by adding disclaimers on the accounts defining how each account is used and operated.

To keep a personal account from becoming subject to public records, consider some basic precautions.

Do:

- Post a disclaimer on your personal account that identifies the account purpose and that the opinions you express are your own. • Limit the account content to personal use. If you are using as an official City Position ____ account, identify that position and your views. Remember that any city business you post will be subject to open records. Think about where you received the information first, is it public information?
- Understand and use privacy settings to manage the account.
- Have a plan in place to respond too or forward city-related comments to the city, including how the record is retained.

Don't:

- Don't write posts on personal accounts that would fit within the scope of official business.
- Don't discuss your private accounts in public meetings or documents.
- Don't link to your private accounts from an official city account.
- Don't use city devices to maintain your private account.

** If you choose to use a social media platform in a city official capacity, you may be subject to the open records act and may be asked to connect to the City's archiving company to ensure records are retained.

Recommended Action

No Action- Discussion Only.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	10/15/2024	Agenda Items	
Subject	Discussion and possible action to the Texas Comptroller's Office update on sales and use tax allocations for the Industrial Park.		
Council Strategic Goals	Government Sustainability and Vibrant Economy		
Attachments / Supporting documents	Receipt Letters of Supplied Information from the Texas Comptroller's Office		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City was recently notified of an issue with the sales tax allocations of businesses located within Industrial Park. Upon investigations with the State Comptroller's Office, record of full annexation had not been processed. Ordinance and survey had not been submitted, allowing for updated mapping within the Comptroller's records. Sales tax has not been imposed on this area of annexation specifically for the collection allocated directly to the City.

Ordinance and original survey depicting mapping of the annexed area has been sent to the Comptroller's Office. Additional minutes and supplemental documentation confirming the annexation was submitted to their office for corrections on 09/23/2024.

Working with the Comptroller's Office, other properties indicating boundary changes were found unreflective according to their map. Details have been provided to the Comptroller's Office to reflect the needed changes of annexations and/or de-annexations within the last fourteen years.

The Comptroller's Office processes quarterly. Their office will need additional time to implement the city sales and use tax in the annexed area. Effective date to begin collection of this tax will be January 1, 2025.

Recommended Action

Council discretion.



RECEIVED

10/7/24

Item 16.

GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O. Box 13528 • Austin, TX 78711-3528

October 2, 2024

Ms. Kaydi Smith
City Secretary
City of Sweeny
PO Box 248
Sweeny, TX 77480-0248

Dear Ms. Smith:

We have received Sweeny annexation ordinance nos. 10-102, 10-103, and the maps indicating the property annexed into the City of Sweeny.

Our office needs additional time to implement city sales and use tax in the annexed area. Therefore, the effective date to begin collection of this tax will be January 1, 2025.

If you have any questions or need more information, please call me toll free at 1-800-531-5441, ext. 51907. My direct number is 512-475-1907.

Sincerely,

Josh Hastie
Revenue Accounting Division
Tax Allocation Section



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Item 16.

GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O. Box 13528 • Austin, TX 78711-3528

October 2, 2024

Ms. Kaydi Smith
City Secretary
City of Sweeny
PO Box 248
Sweeny, TX 77480-0248

Dear Ms. Smith:

We have received Sweeny disannexation ordinance no. 100-19 and the map indicating the area disannexed from the City of Sweeny.

Our office needs additional time to abolish sales and use tax in the newly disannexed area. Therefore, the effective date to abolish collection of this tax will be January 1, 2025.

If you have any questions or need more information, please call me toll free at 1-800-531-5441, ext. 51907. My direct number is 512-475-1907.

Sincerely,

Josh Hastie
Revenue Accounting Division
Tax Allocation Section