



CITY COUNCIL MEETING REGULAR SESSION

Tuesday, March 17, 2026 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, March 17, 2026 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

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.

- [1.](#) Minutes: February 17, 2026 Regular Session
- [2.](#) Financial Statements
- [3.](#) Monthly Departmental Updates: FY 25/26, February 01-28
- [4.](#) Boards & Agencies Updates: FY 25/26, February 01-28

REGULAR AGENDA

- [5.](#) Presentation, discussion, and possible action to accept the Fiscal Year 2024-2025 annual financial audit; KM&L

- [6.](#) Discussion and possible action to agenda request for road closure and variance to Ord. §113.04, for annual event to be held at Gazebo Park; Kristin Simmons of S Town Legends
- [7.](#) Discussion and possible action to variance request for the 2026 Pride Day festivities, Ord. §113.04, Possession or consumption of alcoholic beverages in public places; Sweeny Beautification Committee
- [8.](#) Discussion and possible action on restricting public vehicle access within the 2026 Pride Day festivities; Sweeny Beautification Committee
- [9.](#) Discussion and possible action on a request from Sweeny Beautification Committee to close a portion of Ashley Wilson Road, from the west side of the intersection of Main Street to the second entrance of the Sweeny Community Center during Pride Day festivities.
- [10.](#) Discussion and possible action to appoint applicant to the Planning and Zoning Board of Commissioners.
- [11.](#) Discussion and possible action to accept employee-sharing agreement between SEDC and City of Sweeny.
- [12.](#) Discussion and possible action to review engineering Requests for Qualifications (RFQs) submitted and request direction regarding the subsequent selection processes or negotiation efforts.
- [13.](#) Discussion with Sweeny ISD about Agriculture facility.
- [14.](#) Discussion and update to the Bulldog Power Plant.
- [15.](#) Discussion and possible action to allow City Manager to enter into a contractual agreement for extension of services, previously awarded to Rostan Solutions, for Disaster Recovery Grant Management and Administrative Services.
- [16.](#) Discussion and possible action to allow the City Manager to sign a contractual extension with our awarded Debris Monitoring Contractor, Rostan Solutions.
- [17.](#) Discussion and possible action to Resolution 26-R104, authorizing the submission of a grant application to the Texas Water Development Board (TWDB) for the Water Supply and Infrastructure Grant (WSIG).
- [18.](#) Discussion and possible action authorizing the issuance of a Request for Qualifications (RFQ) for professional grant writing services for the Texas Water Development Board (TWDB) Water Supply and Infrastructure Grant (WSIG) related to the City's water quality and well conversion reliability project.
- [19.](#) Discussion and possible action authorizing the issuance of a Request for Qualifications (RFQ) for professional engineering services for the Texas Water Development Board (TWDB) Water Supply and Infrastructure Grant (WSIG) related to the City's water quality and well conversion reliability project.
- [20.](#) Discussion and possible action to Resolution 26- R105, authorizing the submission of a grant application to the Texas General Land Office for the 2024 Disasters Local Community Program (LCP).

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 **March, 17, 2026** was posted on the City Hall bulletin board on the 10th day of March, 2026, 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 _____, 2026 at approximately _____AM / PM.

Kaydi Smith, City Secretary



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Item 1.

CONSENT AGENDA

Minutes: Regular Session, February 17, 2026

CITY COUNCIL MEETING REGULAR SESSION

Tuesday, February 17, 2026 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, February 17, 2026 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.

John Rambo, Brian Brooks, Sandra Blaine, and Caniel “Shaun” Massey were in attendance. Neal Bess Jr. was absent.

PLEDGES & INVOCATION

Pledges were led by Shaun Massey.

Invocation was given by Attorney Stevenson.

CEREMONIAL PRESENTATIONS

1. Proclamation: National Vietnam War Veterans Day, March 29, 2026 & Fair Housing Month, April 2026

Mayor stated he will be signing the proclamations and they will be posted within City Hall, proclaiming March 29th as National Vietnam War Veterans Day and the month of April as Fair Housing Month.

CITIZENS WISHING TO ADDRESS CITY COUNCIL

No citizen comments.

CONSENT AGENDA

2. Minutes: Regular Session, January 20, 2026

Brian Brooks motioned to approve the Regular Session, January 20, 2026, meeting minutes. Shaun Massey seconded. All in favor. Motion carried.

3. Financial Statements
4. Monthly Departmental Updates: FY 25/26, January 01-31
5. Boards & Agencies Updates: FY 25/26, January 01-31

REGULAR AGENDA

6. Discussion and possible action to update from Drainage District; John Richers City Manager, David Jordan gave an update to drainage projects in progress. The City has committed \$150,000.00 in this year’s budget toward drainage improvements. The Drainage District, with Director John Richers, has allocated an additional \$35,000.00 to the City to align with ongoing projects. While cleaning out drainage ditches in the area, they have discovered a right of way through the Wildlife Refuge that appears to belong to Brazoria County. This would allow them to open drainage with a new cut for direct outfall to the river. The City started their portion of the project today in the area of Silverleaf and Avenue C. The City will be utilizing the Drainage District’s contractors.

Discussion only; no action.

7. Discussion and potential action regarding the annexation process and related request. Doug Kirk and Cecil Stark were in attendance to discuss the annexation request for proposed residential development. Mr. Kirk stated that the first phase of development would consist of twenty-four homes. Attorney Stevenson stated the owners must reject the developer's agreement and agree to the service plan. If they will be requesting a tax increment reinvestment zone, it is a lengthy and complicated process involving attorneys of their own. A TIRZ would create a zone utilizing taxes raised from improvements to pay for those improvements needed. That process would be separate from the annexation process. Kirk stated that the Drainage District should be sending over a Letter of No Objection (LNO), and all of his engineering is being completed by Baker and Lawson. Brian Brooks motioned to approve the City's drafted Tailored Service Plan, Developers Agreement, and Written Service Agreement for future annexation request, and to establish a public hearing for a joint meeting with Planning & Zoning Board of Commissioners, and a public hearing for requested annexation on March 26th, Thursday at 5:00 P.M. In the event quorums cannot be established for date stated, March 31st a Tuesday, will be the secondary public hearing date at 5:00 PM. Seconded by John Rambo. All in favor. Motion carried.

8. Discussion and possible action to Resolution 26-R101, authorizing the City of Sweeny to enter into a multiple use agreement with the Texas Department of Transportation for installation and operation of automated license plate recognition cameras in the TxDot right of way. Chief Caudle gave an informational update of the FLOCK cameras and agreement. Informational sharing was a topic of discussion. Shaun Massey moved to approve Resolution 26-R101, authorizing the City of Sweeny to enter into a multiple use agreement with TxDot for the installation and operation of automated license plate recognition cameras within the TxDot right of way. Seconded by John Rambo. All in favor. Motion carried.

9. Discussion and possible action to Ordinance 26-101, cancelling the General Election, May 02, 2026, and certifying the unopposed candidates; if applicable. Null/void, item skipped. No discussion or action. Due to posting requirements this item was originally placed in the event no opposing candidates were filed by the Election deadline. Opposing candidates have filed requiring election.

10. Discuss, consider, and approve a resolution authorizing signatories for GLO Resilient Communities Program grant CDBG-MIT 23-160-141-F570; 26-R102 City Manager stated that this is contractual startup documentation for the grant. This formality authorizes those eligible to sign grant paperwork. Rambo moved to approve Resolution 26-R102 authorizing signatories for the GLO Resilient Communities Program, grant CDBG-MIT 23-160-141-F570. Seconded by Shaun Massey. All in favor. Motion carried.

11. Discuss, consider, and approve a resolution adopting required CDBG Civil Rights policies; 26-R103 Mayor asked for a motion to approve Resolution 26-R103, adopting required CDBG Civil Rights policies, pursuant to the Resilient Communities Program, grant CDBG-MIT 23-160-141-F570. John Rambo stated so moved. Seconded by Brian Brooks. All in favor. Motion carried.

12. Discussion and possible action to clarify previous motion regarding executive session item from the January 20, 2026, meeting for performance and evaluation of the City Manager. This is a clarification of the previous meeting's motion. Does the Council wish for the amount to be paid as a lump sum or split between pay periods? City Manager recommends per pay period.

Shaun Massey motioned to move forward, to increase the salary of David Jordan to compensate for insurance allowances in the annual amount of \$9,600.00, to be allocated in an equal amount of \$369.23 per pay period (26 pay periods annually). Seconded by Brian Brooks. All in favor. Motion carried.

- 13. Discussion and possible action to salaried employees and applicable budget adjustments if necessary.

Discussion only, no action.

ITEMS OF COMMUNITY INTEREST

John Rambo stated that Beautification will be hosting a park clean up March 28th. City Manager stated he is looking at two possible grants opportunities, but he is unsure if we will qualify due to the low to moderate income requirement. This would be for the filtration system. Shaun Massey stated the Parks Board is setting up a workday and will announce when scheduled. They will be installing exercise equipment purchased by the Lions MLK Committee Grant. The Community is welcome to attend and volunteer to help. They will additionally be installing lights in the park.

ADJOURN REGULAR SESSION

Mayor adjourned the meeting at 6:29 PM.

Financial Statements are on file with the City Secretary's Office.

Staff and Boards Present

- City Manager, David Jordan
- Chief of Police, Brad Caudle
- Director of Public Works, DeLane Brown
- Finance Director / Personnel Services, Karla Wilson
- City Secretary, Kaydi Smith
- Executive Director of SEDC, Michelle Medina
- Park & Recreation Board President, Cerrington Massey
- CCPD President, Woody Tolley
- CCPD Treasurer, Linda Wolf

Passed and approved this _____ day of _____, 2025.

Kaydi Smith -- City Secretary



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Item 2.

CONSENT AGENDA

FINANCIAL STATEMENTS

- General Fund Income Statement
- Enterprise Fund Income Statement

Financial statements will be distributed directly to Council members. All submitted statements are maintained on file in the Office of the City Secretary



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Item 3.

Consent Agenda	Monthly Departmental Updates FY 25/26 : February 01-28
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Departments

- Police Department, Code Enforcement, & Humane
- Public Works Department: Water, Sewer, Gas, Streets, Vehicles, & Equipment
- City Secretary, Municipal Court, & Developmental Services



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 3.

SWEENEY PD FLEET MONTHLY REPORT FEBRUARY 2026

UNIT	MILEAGE	MONTHLY MAINTN COST	OCT-SEP COST
312	190,122	\$80.50	\$694.88
316	130,124	0	0
317	109,381	0	0
319	106,748	0	0
320	98,595.1	0	0
322	109,928	0	0
323	87,524	0	0
ANIMAL CONTROL	148,030	0	0
326	133,949	\$2,646.24	\$3,968.94
327	126,575	0	0
TOTAL	-----	\$2,726.74	\$4,663.82

- Multiple outstanding invoices for Month of January for oil changes.



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Brad Caudle, Chief of Police



Item 3.

MONTHLY PRODUCTIVITY REPORT FEBRUARY 2026

Officer	Shifts Worked	Total Miles	Calls for Service	Reports	Citations	Warnings	Total Traffic Stops	Crash Reports	Arrests F/M
SGT FERREL	11	580	36	5	6	26	32	0	4/1
OFFICER NUNLEY	14	698	34	1	0	24	24	0	0/0
CPL PENA	16	964	85	7	11	72	88	1	0/0
CPL REYES	14	720	39	8	7	24	31	1	1/0



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Item 3.

Code Enforcement Monthly Report

FEBRUARY

Cases Started-4

Tall Grass-

Junk Yards-

Unsafe Structures-

Junk Vehicles-1

Trash/Rubbish/Debris-3

Total Cases-27

Certified Letter Sent-

Tickets To Owner-

Follow-ups-20

Closed Cases-4

Tall Grass-

Unsafe Structure-

Abandoned Sign-

Junk Yard-3

Junk vehicle-1

Calls For Service-36

PERMITS CHECKED-9

Officer J. Burt 1405



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Item 3.

MONTHLY Humane Report

2/26

Animal Control Officer Rodger Larsen

Dog Calls- 31

Dogs Picked up by ACO-3

Dogs Adopted- 0

Dogs Returned to Owner(s)-1

Dogs that went to Rescue Shelters SPCA-1

Dogs Euthanized- 0

Dogs in Animal Shelter- consistently full, average 10 TO 11 per month

Cat Calls- 0

Cats Picked up by ACO- 0

Cats Adopted- 0

Cats Returned to Owner(s)- 0

Cats that went to Rescue Shelters- 0

Cats Euthanized- 0

Cats in Animal Shelter- 0

Miscellaneous Calls- 35

Call Outs- 2

Dog Bite Report/Follow-up- 0

Animal Cruelty Case- 0

TRAINING EQUINE TRAINING

Brad Caudle

Chief of Police

Sweeny Police Department

Email: bbcaudle@sweenytx.gov



Office of Public Works February Update

	Month	YTD
PUBLIC WORKS		
	12.177	55.714
Water Treated	MGAL	MGAL
Water Turn On	11	95
Water Turn Off	9	39
Dirty Water	5	30
Non-Payment/Disconnects	47	100
Water Leaks City	1	35
Water Leaks Customer	2	12
Water Service Taps	0	0
Water Meter Repairs	0	0
Chlorine Used	450 LBS	2458 LBS
Polymer Used	22 GAL	756 GAL
BiCarbus used	20 GAL	20 GAL
Gas Sold	53014 CCF	133985CCF
Gas Turn On	5	72
Gass Turn Off	8	33
Gas Taps	0	0
Gas Leaks City	1	7
Gas Leaks Customer	0	2
Gas Service Taps	0	0
Gas Meter Repairs	1	1
	10.148	37.536
Sewer Treated	MGAL	MGAL
Sewer Taps	0	0
Sewer Stoppages City	0	4
Sewer Stoppages Customer	0	10
Chlorine Used	355 GAL	2317GAL
Manhole Repairs	0	0



STREETS

Signs Repaired	1	5
Signs Replaced	0	1
Street Repairs Asphalt	1	10

Drainage

Culverts Installed	1	3
Culverts Cleaned	0	0
Ditches Dug Out	0	0

Building Repairs	0	0
Major Equipment Repairs	0	3

	Monthly Repair Costs	YTD Repair Costs
VEHICLES		
UNIT NUMBER / MILEAGE		
100/451782	196.28	763.98
101/65624.9	0	692.47
103/1622533	94.64	160.42
104/49873.1	0	16.74
105/9284.02	0	0

	Monthly Repair Costs	YTD Repair Costs
EQUIPMENT		
UNIT NUMBER / HOURS		
Backhoe/804.0	1512.22	2001.62
Mini Excavator/1642.3	0	11852.74
Tractor/636.5	0	936.07
Mower 151/152.3	0	562.41
Mower 160/419.2	0	210.15



City Secretary – Monthly Departmental Update

Reporting Period FY25/26: February 01-28

Council/Board Related Activities

- Council Meetings Prepared: 1
 - Agendas, Packets, Minutes, and Prep/Finalizations
- CIC Meeting Prepared for 03/05 1
 - Agenda Creation, Minutes Worksheet, Chairmans Notes
 - Completion of 02/05 meeting documents
- Resolutions Completed: 3
- Notice of Potential Quorums: 1

Grants and Funding Opportunities

- GLO Quarterly Audit Completed; 02/23
- Research, CFP, and submittal requirements for GLO LCP 2024 & TWDB WSIG grants
- RCP initial submittal documents completed
- RCP kick off meeting held 02/25
- ARPA Records retrieval and consolidation of archived documents for anticipated closeout

Public Information Act (PIA)

- Public Information Requests:
 - Completed 14
 - Attorney General Opinions 1

Communications / IT

- Website Updates: *Content, Calendar, Newsfeeds, Closures, Elections, and Required Postings*
- CTY's- Water Distribution System Notice and Increased Flushing

General Department Operations

- Engineering RFP deadline and scoring
- Annexation Preparation and Drafted Documents
- BOC letters sent, advertisements completed & Joint meeting scheduled for 03/26/26 6P
- Annual Records Retention Completed with RCI
- Annual Court Security Meeting & Implementation of Court Emergency Management Plan
- Court updates pursuant to updated standing orders & Fundview implementation

Elections

- 2026 Elections: Applications accepted and processed
- Elections Ballot Drawing Completed
- Election Ordered; Brazoria County filings submitted
- Online Statutory Filings/Notices Completed; Website updated accordingly

City of Sweeny
Municipal Court Council Report
From 2/1/2026 to 2/28/2026

3/4/2026 2:

Item 3.

Violations by Type

Traffic	Penal	City Ordinance	Parking	Other	Total
28	7	1	0	0	36

Financial

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$2,970.28	\$3,513.86	\$5,222.95	\$80.02	\$94.23	\$11,881.34

Warrants

Issued	Served	Closed	Total
0	0	6	6

FTAs/VPTAs

FTAs	VPTAs	Total
0	0	0

Dispositions

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
38	0	6	1	2	47

Trials & Hearings

Jury	Bench	Appeal	Initial Appearance	Show Cause	Total
4	7	0	28	3	42

Omni/Scofflaw/Collection

Omni	Scofflaw	Collections	Total
0	0	0	0



Developmental Services & Building Rentals
Report Date: February 01 – February 28, 2026

Permitting Reports Attached

Previous Month Fees Collected \$6,813.50
Previous Month Activity Report 27 Permits Issued

Fees Collected YTD

Calendar YTD Amount Collected \$11,496.00
Fiscal YTD Amount Collected \$27,904.26

Inspections Completed

Mr. Jordan 21
Don Malone 5
Delane Brown 7
Gas Operator 2

Current Construction

New Commercial Construction

- 131 Calvie Brown Rd /new office building
- SISD Project
- Sweeny Hospital Project
- 111A Calvie Brown Rd / new office building

New Residential Construction

- 208/209 Silverleaf Rd
- 210/211 Silverleaf Rd
- 402 Pecan St -variance approved for original structure
- 404 Pecan St – 2nd structure issued
- 1432 Camellia St

Pre- Development Meetings: 0

Building Rentals for the Month

Community Center 6 Rentals
Community Center Meeting Room 4 Groups
Seniors Building 6 Groups



Activity Report - By Project Type

from feed: 02/01/2026 - 02/28/2026

PROJECT TYPE

ISSUED PERMITS

Building Permit (C)	2
Building Permit - Electrical (C)	1
Building Permit -Electrical (R)	6
Building Permit -Electrical RECONNECT	1
Building Permit Single Family (R)	1
Building Permit- Mechanical (R)	1
Civil, Flatwork, or Driveway Permit	2
Culvert Permit	2
Fence Permit (R)	1
Plumbing Permit (C)	4
Plumbing Permit (R)	3
Roofing Permit	2
Tree Removal / Trimming Permit	1
Total	27.00



Fees Collected - By Project Type

Date Paid from Fees feed: 02/01/2026 - 02/28/2026

TITLE	AMOUNT PAID	DATE PAID
Building Permit (C)	\$ 2,544.00	02/20/2026 at 1:03 PM
Building Permit (R)	\$ 120.00	02/24/2026 at 3:50 PM
Civil Permit Fee	\$ 50.00	02/23/2026 at 3:07 PM
Civil Permit Fee	\$ 50.00	02/25/2026 at 8:50 AM
Civil Site Work	\$ 49.50	02/23/2026 at 3:07 PM
Civil Site Work	\$ 66.00	02/25/2026 at 8:50 AM
Cover Up Inspection Fee	\$ 50.00	02/06/2026 at 12:30 PM
Cover Up Inspection Fee	\$ 50.00	02/04/2026 at 1:47 PM
Culvert Fee	\$ 200.00	02/25/2026 at 8:48 AM
Double FEE	\$ 120.00	02/24/2026 at 3:50 PM
Double FEE	\$ 99.50	02/23/2026 at 3:07 PM
Electrical - Domestic Appliances	\$ 8.00	02/06/2026 at 12:30 PM
Electrical - Motors 1/2 < 10HP	\$ 2.00	02/06/2026 at 12:30 PM
Electrical - Number of Lighting Fixtures	\$ 21.00	02/06/2026 at 12:30 PM
Electrical - Number of Lighting Fixtures	\$ 2.50	02/27/2026 at 1:36 PM
Electrical - Outlets	\$ 3.00	02/27/2026 at 1:36 PM
Electrical - Outlets	\$ 41.00	02/06/2026 at 12:30 PM
Electrical - Services	\$ 10.00	02/19/2026 at 8:44 AM
Electrical - Services	\$ 10.00	02/06/2026 at 12:30 PM
Electrical - Services	\$ 10.00	02/12/2026 at 10:11 AM
Electrical - Services	\$ 10.00	02/13/2026 at 11:36 AM
Electrical - Services	\$ 10.00	02/04/2026 at 9:33 AM

TITLE	AMOUNT PAID	DATE PAID
Electrical - Services	\$ 10.00	02/03/2026 at 12:14 PM
Electrical - Services	\$ 10.00	02/27/2026 at 1:36 PM
Electrical Permit Fee	\$ 50.00	02/19/2026 at 8:44 AM
Electrical Permit Fee	\$ 50.00	02/12/2026 at 10:11 AM
Electrical Permit Fee	\$ 50.00	02/13/2026 at 11:36 AM
Electrical Permit Fee	\$ 50.00	02/27/2026 at 1:36 PM
Electrical Permit Fee	\$ 50.00	02/09/2026 at 3:26 PM
Electrical Permit Fee	\$ 50.00	02/03/2026 at 12:14 PM
Electrical Permit Fee	\$ 50.00	02/06/2026 at 12:30 PM
Electrical Permit Fee	\$ 50.00	02/04/2026 at 9:33 AM
Electrical Reinspection	\$ 50.00	02/18/2026 at 1:55 PM
Final Inspection Fee	\$ 50.00	02/02/2026 at 3:40 PM
Final Inspection Fee	\$ 50.00	02/03/2026 at 11:22 AM
Final Inspection Fee	\$ 50.00	02/25/2026 at 10:38 AM
Generator Permit Fee	\$ 350.00	02/19/2026 at 8:41 AM
HVAC Install/Replace System Only	\$ 50.00	02/03/2026 at 12:15 PM
Plan Reviewal Fee- Commercial	\$ 1,272.00	02/20/2026 at 1:03 PM
Plumbing - Ice Maker	\$ 2.50	02/04/2026 at 1:47 PM
Plumbing - Miscellaneous	\$ 5.00	02/20/2026 at 1:05 PM
Plumbing - Pressure Test	\$ 15.00	02/03/2026 at 1:53 PM
Plumbing - Pressure Test	\$ 15.00	02/03/2026 at 1:55 PM
Plumbing - Pressure Test	\$ 15.00	02/20/2026 at 9:40 AM
Plumbing - Sewer Line	\$ 5.00	02/20/2026 at 1:05 PM
Plumbing - Sinks	\$ 12.50	02/04/2026 at 1:47 PM
Plumbing - Tubs or showers	\$ 2.50	02/06/2026 at 3:07 PM

TITLE	AMOUNT PAID	DATE PAID
Plumbing - Tubs or showers	\$ 5.00	02/04/2026 at 1:47 PM
Plumbing - Water Closets	\$ 5.00	02/04/2026 at 1:47 PM
Plumbing - Water Heater	\$ 2.50	02/04/2026 at 1:47 PM
Plumbing - Water Piping	\$ 5.00	02/04/2026 at 1:47 PM
Plumbing Permit Fee	\$ 60.00	02/03/2026 at 1:53 PM
Plumbing Permit Fee	\$ 60.00	02/13/2026 at 10:12 AM
Plumbing Permit Fee	\$ 60.00	02/04/2026 at 1:47 PM
Plumbing Permit Fee	\$ 60.00	02/06/2026 at 3:07 PM
Plumbing Permit Fee	\$ 60.00	02/20/2026 at 1:05 PM
Plumbing Permit Fee	\$ 60.00	02/20/2026 at 9:40 AM
Plumbing Permit Fee	\$ 60.00	02/03/2026 at 1:55 PM
Reconnect FEE	\$ 25.00	02/09/2026 at 3:26 PM
Reconnect FEE	\$ 25.00	02/06/2026 at 12:30 PM
Residential Plan Reviewal Fee	\$ 150.00	02/04/2026 at 3:45 PM
Roofing Permit	\$ 50.00	02/27/2026 at 9:26 AM
Roofing Permit	\$ 50.00	02/12/2026 at 3:28 PM
Rough In Inspection Fee	\$ 50.00	02/20/2026 at 1:05 PM
Rough In Inspection Fee	\$ 50.00	02/06/2026 at 3:07 PM
Rough In Inspection Fee	\$ 50.00	02/06/2026 at 12:30 PM
Sewer Service Line/ Cleanout	\$ 5.00	02/20/2026 at 1:05 PM
Tree Trimming / Removal Permit Fee	\$ 25.00	02/19/2026 at 11:56 AM
Water Service Line	\$ 5.00	02/13/2026 at 10:12 AM

TOTAL	\$6,813.50	
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AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Item 4.

Consent Agenda	Boards & Agencies Updates: FY 25/26, February 01-28
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BOARDS & CONTACTUAL AGENCIES

- Sweeny Economic Development Corporation
- Fire Department
- Capital Improvements Committee
- Sweeny Beautification Committee
- Crime Control & Prevention District
- Parks & Recreation Board

Executive Director Report

Item 4.

Sent emails requesting updates for Trilogy, Stark, Equipment Share.
I worked on getting last minute items ready for the EDC meeting.
Attended EDC meeting.
Attended CAP meeting.
Typed up minutes from our meeting Monday night.
Attended a meeting with City Manager, Mayor, and NightPeak.
Met with Mr. Weems to get a 2nd quote for sign at the industrial park.
Talked with Mr. Mahurin about getting on the EDC agenda to purchase property.
Spoke to Kotrla Electric about electrical panel for grinder station.
Spoke to Mr. Weems. He would like to withdraw his consideration for the sign project.
Went to post office.
Tried to reach out to Annie to see what her plans are with her building - the Nail salon behind Simple Simons.
Set an appointment to talk with Rina from donut shop to get details on her building she has available.

Brian sent me emails wanting to place some items on the next agenda concerning the industrial park and the way the plat is set right now.

Jenny requested that I take pictures of every business in Sweeny and contact information. Add photos to the Google drive URL folder she has set up. She will make a mini presentation of these business. Also ask if any places are hiring. Write down any open positions as well. The PW department has a camera and I will use this and make a plan to start next week.

I have gotten with Brittanie, I had to file my W3 for my W2. It was not done in QuickBooks. I had to go in and reactivate the payroll to be able to get the information and then cancel it again.

Zach Witten the owner of the old Dollar General property has reached out to me again. Is wanting to know if the EDC and City would still be interested in the building. If asked if we had a counter offer.

I did reach out to another company to try to get a sign quote.

I spoke with Joseph Broussard he had some questions on the infrastructure at the industrial park. He is wanting to make sure that they will be good to go after closing on March 10, 2026.

Still working with Equipment Share and Jeff (our attorney) on all the legal paperwork.

I had a discussion with Kaydi on the industrial park rezoning. We also discussed EDC emails. I need to reactivate the info@edc.sweenytx.gov.

I also spoke with Rina from the donut shop about her building on the corner of 3rd and Main Street. I will meet with her on Monday or Tuesday afternoon to get the information to place on our website.

Continued to communicate with Kaydi about rezoning the industrial park to multi-use.

Webinar on Downtown Revitalization- Engagement, Incentives and Retail
Elvira Alvarez called and stated she is in the process of selling the building and will have our money soon.

Prepared agenda for our next EDC meeting.

Spoke with Kaydi about EDC emails.

Still working on the signage for the industrial park.

Worked on a few things for the audit with the city.

Stark sending us all invoices for the mowing and clean up at the industrial park (to go against his performance agreement).

It has been a rough week. I plan on Tuesday to start meeting and taking pictures of businesses.

Worked on finalizing our Agenda and reconciling bank statements for financial reports.

Received invoice to pay our yearly investment for the Alliance.

Received bill for the PO box and paid it.

Posted our agenda for our EDC meeting.

Spoke with Lisa Warner about her available property on 2nd Street next to the post office.

Spoke with Anthony Lafear about the coffee shop being for sale.

Sent out emails to Trilogy, Stark, Doug Kirk, and Equipment share inviting them to our EDC meeting and requesting an update.

Just for your information - next week Public Works will be having a gas audit beginning on Monday at 1 pm and will last a few days. I will be involved in this audit.

Profit and Loss
Sweeny Economic Development
February 9-March 5, 2026

Distribution account	Total
Income	
Bank Interest	536.56
Sales Tax Income	24,465.09
Total for Income	\$25,001.65
Gross Profit	\$25,001.65
Expenses	
Admin. Expense	
Legal Services Fees	525.00
Office Supplies	193.12
Total for Admin. Expense	\$718.12
Loan Interest Expense	3,568.53
Total for Expenses	\$4,286.65
Net Operating Income	\$20,715.00
Net Other Income	
Net Income	\$20,715.00

Balance Sheet
Sweeny Economic Development Corporation
As of March 5, 2026

Distribution account	Total
Assets	
Current Assets	
Bank Accounts	
Money Market Acct #1038451	570.37
Now Acct. #1038478	96,379.50
TexPool	190,147.82
Total for Bank Accounts	\$287,097.69
Other Current Assets	
Loan	8,325.00
Total for Other Current Assets	\$8,325.00
Total for Current Assets	\$295,422.69
Fixed Assets	
Industrial Park Property	
Phase I	1,474,366.62
Phase II	221,145.32
Phase III	112,325.67
Phase IV	98,321.12
Phase V	23,125.20
Total for Industrial Park Property	\$1,929,283.93
Total for Fixed Assets	\$1,929,283.93
Total for Assets	\$2,224,706.62
Liabilities and Equity	
Liabilities	
Payroll Liabilities	
Federal Taxes (941/943/944)	9,173.00
Federal Unemployment (940)	1,621.99
Medical	-43.32
Medical	2,508.73
Total for Payroll Liabilities	\$13,260.40
Total for Other Current Liabilities	\$13,260.40
Total for Current Liabilities	\$13,260.40
Long-term Liabilities	
Southside Bank Loan	748,519.42
Total for Long-term Liabilities	\$748,519.42
Total for Liabilities	\$761,779.82
Equity	
Opening Bal Equity	9,990.00
Retained Earnings	1,393,492.40
Net Income	59,444.40
Total for Equity	\$1,462,926.80
Total for Liabilities and Equity	\$2,224,706.62



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager		Presenter(s)	Wade Whitlow, CPA – KM&L
Reviewed by City Attorney		Department	Finance Department
Subject	Presentation, discussion and possible action to accept the Fiscal Year 2024-2025 annual financial audit.		
Council Strategic Goals	Government Sustainability: <ul style="list-style-type: none"> • Protect City’s Financial Integrity • Ensure Government Transparency 		
Attachments / Supporting documents	Official, bound copies will be distributed in person at the meeting		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

Wade Whitlow, CPA of KM&L will present the annual financial audit and issued auditor opinion for Fiscal Year 2024-2025.

Recommended Action

Staff recommends acceptance.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager		Presenter(s)	
Reviewed by City Attorney		Department	Parks
Subject	Discussion and possible action to agenda request for road closure and variance to Ord. §113.04, possession or consumption of alcoholic beverages in public places, for event to be held at Gazebo Park; Kristin Simmons		
Attachments / Supporting documents	Variance Request, Agenda Request; Application for Usage of Gazebo Park		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	-	
	Additional Appropriation Required:	-	
	Additional Account Number:	-	

Executive Summary

Requestor, Kristin Simmons of S-Town Legends, has reserved the Gazebo Park for the Annual BBQ Cookoff benefiting Parkinsons research.

Variance has been requested for allowance of alcohol on city property; Ordinance 113.04.

113.04 POSSESSION OR CONSUMPTION OF ALCOHOLIC BEVERAGES IN PUBLIC PLACES.

(A) It shall be unlawful for any person to possess or consume any alcoholic beverage upon any portion of any public playground or park inside any enclosure, field or stadium where athletic events or practices are being conducted; upon any portion of the campus of any public school in the city; or upon any other property owned or controlled by the city.

*(B) It is an exception to the application of division (A) above and alcohol shall be allowed on city-owned or controlled property **if and only if the City Council grants a variance** for the specific use being proposed or has adopted a written policy which otherwise regulates the possession or consumption of alcohol on the city-owned or controlled property.*

The request additionally includes the closure of West First Street, from Main to Pecan for the safety of the teams. If applicable, barricades would need to be placed.

Date of requested is March 27th and 28th. Time of usage/closure would be 10am Friday to 12am (midnight) Saturday. Cookoff would consist of teams and be in conjunction with S Town Legends.

Considerations: police enforcement/patrol and traffic safety, barricades, restrooms.

Recommended Action

To approve the requested usage of the Gazebo Park on March 27th and 28th, 2026, allowing for W 1st Street to be blocked from Main Street to Pecan Street during the event, and to approve a variance to Ordinance §113.04, allowing for the possession and consumption of alcoholic beverages within the event.



CITY OF SWEENY

Item 6.

102 W. Ashley Wilson Rd. • PO Box 248 • P: (979) 548-3321 • E: info@sweenytx.gov

The following will be used to request an item to be placed on the agenda with the Sweeny City Council.

Personal Information:

Name: S Town Legends

Mailing Address: 103 N Main St Sweeny TX 77786

Physical Address: Same

Email(s): Kristin@stl124@yahoo.com

Phone(s): 979 848-7509

Please include specific details of the item you wish to be placed on the agenda.

S Town Legends having a BBQ cookout on March 27, 28. Would like to have the side street block off. Also be able to have alcohol at the park.

Signature: Kristin Simpson Date: 2-25-26

Requests must be received by the City Manager, **by close of business on the last business day of the month**, to ensure placement on the following month's agenda. Administration and/or their designee reserves the right to delay the item to the following regularly scheduled meeting if it is determined that more time is needed in order to compile information specific to the request. This updated deadline is pursuant to H.B 1522, enacted and effective as of September 01, 2025.

Regular Session Council meetings are held the third (3rd) Tuesday of each month. Agendas are required to be posted at least three (3) business days before the scheduled date of the meeting.

Once Council has acted on an agenda item, that item cannot be placed on the agenda for a period of six (6) months. Exception is provided if three members of Council ask that the item be returned early to the agenda, or the Mayor or the City Manager determines it is in the interest of the City to do so.



CITY OF SWEENY

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

Zoning and/or Variance Application

Please complete each field. Incomplete applications will **not** be accepted.

TYPE OF APPLICATION:

- Zoning Change (from zone) _____ (to zone) _____
- Variance Request to P & Z Exhibit, Section § _____
- Variance Request to Ordinance, Section § _____
- Re-Plat Type: _____

*Plat Types include: Amending, Replats, Combination, Subdivide, Subdivision, Preliminary, Final
 **Re-plats/Mylars can only be accepted the 1st thru the 5th business day of each month to comply with HB 3167.

PROJECT INFORMATION:

- Residential Project Name/Owners Name: _____
- Commercial Brazoria County Appraisal District Property ID # _____
- Survey attached? Project Address/Location: _____
- Drawing attached? Subdivision: _____ No. of Lots: _____
- Total Acreage &/or Square Footage: _____

(Any additional supporting information can be submitted and attached with this request.)

Brief Description of Property & Reason for Proposed Request:

Administration and/or their designee reserves the right to delay the item to the following regularly scheduled meeting if it is determined that more time is needed in order to compile information specific to the request.

PROPERTY OWNER'S INFORMATION:

Name: Kristin Summer
 Mailing Address: 105 N Main
 City: Sweeny State: TX Zip: 77480
 Phone: _____
 Email: _____

APPLICANT OR AGENT'S INFORMATION:

Name: _____
 Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____
 Email: _____

**Property owner must be the current owner of the property at the time of submittal of the application, and not the party that has the property under contract.

As owner and applicant, I hereby request approval of the above described request as provided for by The City of Sweeny.

Zoning Change Requests are charged an advertisement fee per the official newspaper rate plus a \$20.00 administrative fee. Additional fees assessed for additional pages and/or additional administrative duties required. Current advertisement rates start at \$265.00. Any advertisement rate completed that is over the current minimum rate will be invoiced to the requestor. All zone change requests are subject to the discretion of the P&Z Board of Commissions and City Council.

Replats and variances are \$50.00 each. Re-plat and variance requests are not a guaranteed approval. All replats and variance requests are at the discretion of the City Council.

**Owner's Signature: [Signature] Date: 2-25-26

Agent's/Applicant's Signature: [Signature] Date: 2-25-26

Fees Paid: \$150.00 General Receipt No. 941085349 Date: 2/25/26

OFFICE USE ONLY:

Date Received: 2/25/26 Amount Collected: \$50.00 City Representative: [Signature]



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	02/17/2026	Agenda Items	
Approved by City Manager		Presenter(s)	Sweeny Beautification Committee
Reviewed by City Attorney		Department	Sweeny Beautification Committee
Subject	Discussion and possible action to variance request for the 2026 Pride Day festivities, Ord. §113.04, Possession or consumption of alcoholic beverages in public places; Sweeny Beautification Committee		
Council Strategic Goals	Beautiful & Safe City; Sense of Community		
Attachments / Supporting documents	Map		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

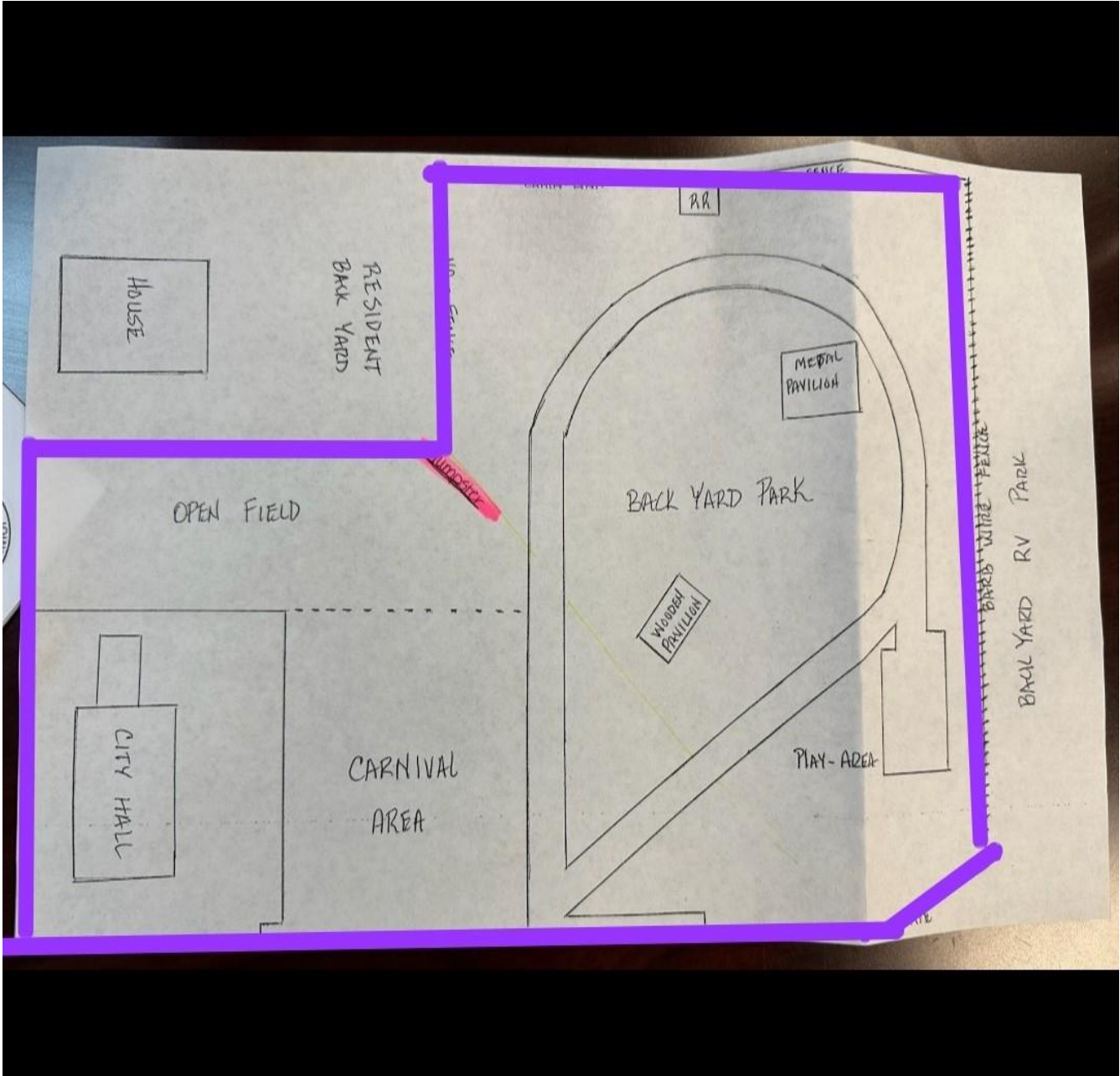
Sweeny Beautification Committee is requesting a variance to allow alcohol at the Pride Day Festivities on Friday, May 1st and Saturday, May 2nd, 2026. Variance requested to Ordinance §113.04; Possession Or Consumption Of Alcoholic Beverages In Public Places.

Map is attached depicting the alcohol boundaries- encompassed in purple. This includes the areas behind City Hall, adjacent to City Hall, and Backyard Park. In the interest of safety,

Beautification will be posting signage restricting public access within these boundaries, including but not limited to: vehicles, utility vehicles, golf carts, and motorcycles, with the exception of committee members or those designated to transfer those of limited physical abilities. Allowable committee members and transport services vehicles will have some type of designation shown by Beautification.

Recommended Action

To approve a variance to ordinance §113.04, allowing alcohol at the Sweeny Pride Day festivities on May 1st & 2nd, 2026 within the areas depicted on map submitted by Sweeny Beautification Committee, and in the interest of safety, restricting public vehicle access within the boundaries.





AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	02/17/2026	Agenda Items	
Approved by City Manager		Presenter(s)	Sweeny Beautification Committee
Reviewed by City Attorney		Department	Sweeny Beautification Committee
Subject	Discussion and possible action on restricting public vehicle access within the 2026 Pride Day festivities; Sweeny Beautification Committee		
Council Strategic Goals	Beautiful & Safe City; Sense of Community		
Attachments / Supporting documents	Map		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

Request to restrict public access within the Pride Day festivities.
Map is attached depicting the alcohol boundaries- encompassed in purple. This includes the areas behind City Hall, adjacent to City Hall, and Backyard Park.

Beautification requests allowance to restrict public access within these boundaries, including, but not limited too: vehicles, utility vehicles, golf carts, and motorcycles, with the exception of committee members or those designated to transfer those of limited physical abilities.

Allowable committee members and transport services vehicles will have some type of designation shown by Beautification.

Recommended Action

Council Discretion:

If approving:

To allow Sweeny Beautification to restrict public vehicle access for the 2026 Pride Day festivities, within the allowed boundaries.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	02/17/2026	Agenda Items	
Approved by City Manager		Presenter(s)	Sweeny Beautification Committee
Reviewed by City Attorney		Department	Sweeny Beautification Committee
Subject	Discussion and possible action on a request from Sweeny Beautification Committee to close a portion of Ashley Wilson Road, from the west side of the intersection of Main Street to the second entrance of the Sweeny Community Center during Pride Day festivities.		
Council Strategic Goals	Beautiful & Safe City; Sense of Community		
Attachments / Supporting documents	Map		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

Sweeny Beautification Committee will be hosting the 2026 Pride Day festivities and are requesting to close a portion of West Ashley Wilson Road. Closure would be from the west side of the intersection at AWR and Main Street, down to the second entrance of the Sweeny Community Center.

The proposed road closure would provide a safe way to get across AWR from the Community Center to the City Hall complex and Backyard Park.

If allowed, the SBC is requesting traffic barricades and detour signage be placed to prevent thru traffic. Texas Avenue would remain open and accessible for detour purposes.

The requested road closure is proposed for Friday and Saturday evenings, similar to previous years.

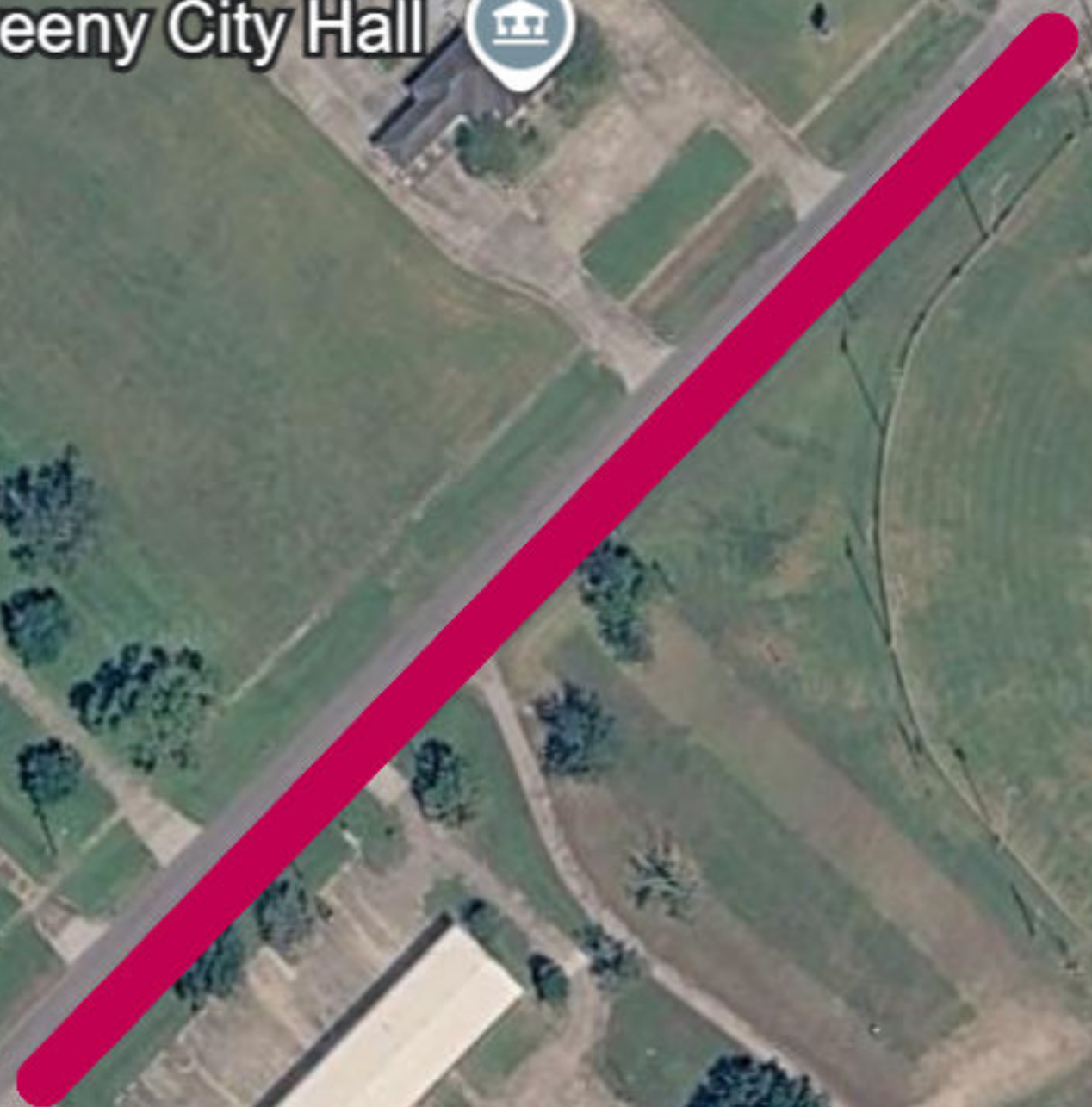
For 2024 and 2025, it was approved to close the roadway on Friday, from 5 pm to midnight, and Saturday, from 7pm (after elections) to midnight.

Recommended Action

To approve the road closure on Friday, May 1st, 2026 from 5pm to midnight and Saturday, May 2nd, 2026 from 7pm to midnight for Pride Day on West Ashley Wilson Road, from Main Street (FM 524) to the second entrance of the Community Center, 205 W Ashley Wilson Road.

Backyard
City Park

Sweeny City Hall





AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Item	
Approved by City Manager		Presenter(s)	City Secretary
Reviewed by City Attorney		Department	Planning & Zoning
Subject	Discussion and possible action to appointment applicant to the Planning & Zoning Board of Commissioners.		
Attachments	Application		
Financial Information	Expenditure Required:		
	Amount Budgeted:		
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The Planning & Zoning Board of Commissioners is compromised of seven members. Currently, the board only has four members with three open positions. We have received an application for one of those positions.

Application received and attached is for resident Tiffany Walker.

Current Board consists of Jenny Massey, Stephen Nance, Cerrington Massey, and Caniel "Shaun" Massey

Recommended Action

To Approve and appoint Tiffany Walker to the Planning and Zoning Board of Commissioners.



CITY OF SWEENY

CITY USE ONLY Item 10.

Application Expiration Date _____
OR
Appointment Date (if) _____

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • info@sweenytx.gov

APPLICATION FOR BOARDS & COMMISSIONS

Please complete and return applications to the Office of the City Secretary located at City Hall or submit electronically to info@sweenytx.gov. All sections of the application must be completed in their entirety. Incomplete applications will not be considered. The City reserves the right to reject any application that is incomplete.

All applications received are retained for one calendar year, starting from the date applications is received. Once application has expired, you will be required to resubmit a new application.

In the event you are appointed to a board or commission in which you applied, your application will be filed away as of the date of appointment. Upon term expiration, of said board/commission in which you've previously been appointed too, if you choose to seek re-election, you will be required to re-submit a new application.

APPLICATION FOR:

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

PERSONAL INFORMATION:

Walker _____ Last Name	Tiffany _____ First Name	_____ _____ Date of Birth
_____ _____ Phone	_____ _____ Email	_____ _____ Occupation
_____ _____ Mailing Address	_____ _____ Physical Address	

Are you a resident of Sweeny? Yes No
 If no, do you live within 10 miles of the center of Sweeny? Yes No
 Length of residency 30 years

***To apply for the Capital Improvements Planning Board you must be a City of Sweeny Property Owner/Taxpayer or Resident/Citizen of Sweeny. You will be required to show proof. Please indicate your Brazoria County Appraisal District Property ID number/s (BCAD PID). _____

Are you a Registered Voter in Brazoria County? Yes No
 Voters Registration Number _____
 Driver's License Number _____; DL copy must be attached to this application.



CITY OF SWEENEY

CITY USE ONLY Item 10.

Application Expiration Date _____
OR
Appointment Date (if) _____

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321 • info@sweenytx.gov

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 No

SERVICE INFORMATION:

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

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) Katie Goff
Phone Number [REDACTED]
Email [REDACTED]
Context of acquaintance? Longtime friend and Co worker, she's a current member of the EDC

Name (First, Last) Peggy Ellis
Phone Number [REDACTED]
Email [REDACTED]
Context of acquaintance? Aunt, lifetime resident of Sweeny

[Handwritten Signature]
APPLICANTS SIGNATURE

2.24.24
DATE

FOR OFFICE USE ONLY:

Date Received _____ DL Copy Attached _____ By _____
Forwarded To: _____ Date _____

Application Expiration Date _____ (One year from date received)
Appointment Date _____ (File away on date of appointment with newly appointed paperwork for said board.)

Please provide a brief background on yourself and tell why you are applying for the specified position. What is your vision for specified organization?

I am a third-generation resident with deep ties to the City of Sweeny, where I grew up and graduated. Sweeny has always been home to my family, and today my own children are enrolled in the school district, which further strengthens my personal investment in the community's future. Professionally, I serve as an Operations Manager within Brazoria County, where I oversee daily operations, coordinate resources, evaluate data to guide decisions, and work within regulatory and budgetary frameworks. My role requires practical problem-solving, long-term thinking, and an understanding of how public decisions affect residents and services.

I am applying for this position because I care deeply about the continued growth and stability of Sweeny. Having grown up here, I appreciate the character, strengths, and values that make the city unique. Planning and zoning decisions play a critical role in shaping the community's development, protecting neighborhoods, supporting local businesses, and ensuring infrastructure and land use decisions are made responsibly. I would welcome the opportunity to give back to the city that has played such an important role in my life.

My vision for the Planning & Zoning Board is to support thoughtful, balanced development that respects Sweeny's identity while preparing for the future. I believe decisions should consider long-term impacts, community needs, infrastructure, safety, and sustainability. I would approach this role with fairness, careful evaluation, and a commitment to serving the best interests of the city and its residents.



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager		Presenter(s)	David Jordan; Karla Wilson
Reviewed by City Attorney		Department	City Manager; Finance/HR
Subject	Discussion and possible action to accept employee-sharing agreement between SEDC and City of Sweeny.		
Attachments / Supporting documents	Employee Services Sharing Agreement Between the City of Sweeny and the Sweeny EDC		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	N/A	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

Agreement to formalize the sharing of the SEDC Executive Director position and City of Sweeny Public Works Office Manager in exchange for payment by SEDC to the City for a pro rata portion of salary and benefits.

Recommended Action

To approve the Employee Services Sharing Agreement Between the City of Sweeny and the Sweeny EDC.

EMPLOYEE SERVICES SHARING AGREEMENT BETWEEN THE CITY
OF SWEENY AND THE SWEENY EDC

This Agreement is entered into effective as of the _____ day of _____, 2026, by and between the City of Sweeny, Texas (CITY) and the Sweeny Economic Development Corporation (SEDC).

WHEREAS, CITY employs MICHELLE MEDINA (MEDINA) as the Public Works Office Manager; and

WHEREAS, MICHELLE MEDINA also serves as the Executive Director of the SEDC; and

WHEREAS, CITY and SEDC wish to share the services of MICHELLE MEDINA in exchange for payment by SEDC to CITY for a pro rata portion of MICHELLE MEDINA'S salary and benefits;

NOW THEREFORE, in consideration of the mutual covenants stated in this Agreement, CITY and SEDC agree as follows:

1. The term of this Agreement shall be _____, unless terminated earlier pursuant to the terms of this Agreement.
2. MEDINA'S pay rate is set at \$21.54 per hour. MEDINA will be treated by CITY as a full time employee with all benefits of regular full time CITY employees. This includes vacation, personal time, sick time, holiday time, as well as other types of paid time off designated in the CITY Personnel Guidelines. CITY and SEDC will be responsible to pay wages for paid time off proportionally based on the percentage in Item 6.
3. MEDINA'S anniversary date for determining years of service for benefit time (vacation and sick time) will be June 1, 2025. Service with SEDC prior to June 1, 2025 will not be counted toward service years by CITY for determining benefit time or longevity pay. Any additional time off for other benefits not described above due to previous service with SEDC will be determined by SEDC and paid entirely by SEDC.
4. MEDINA'S paid time off, vacation and personal time at June 1, 2025 were as follows:

- (a) The paid time off carryover from SEDC was 56 hours. This time off was used before December 31, 2025. This paid time off was chargeable 100% to SEDC.
 - (b) The vacation award from the City of Sweeny according to the CITY'S policies at June 1, 2025 was 46.67 hours.
 - (c) The personal time award from the City of Sweeny according to the CITY'S policies at June 1, 2025 was 9.33 hours.
 - (d) Sick time began accruing under the CITY policy at June 1, 2025.
5. The probationary period for new employees was waived by CITY.
 6. SEDC agrees to reimburse CITY for one-fourth of MEDINA'S wages and other personnel costs. CITY will bill SEDC the amount of reimbursement due quarterly and SEDC will reimburse those amounts billed within ten (10) days of receipt of the bill.
 7. SEDC agrees to pay MEDINA overtime for after hours meetings she is required to attend on behalf of SEDC, along with personnel costs associated with that overtime.
 8. Any other overtime hours of MEDINA, other than those specified in paragraph 7 above, will be allocated between SEDC and CITY according to the purpose of the overtime hours worked.
 9. MEDINA'S office hours will be the normal working hours of the CITY.
 10. MEDINA shall be an employee of the City of Sweeny for all employment matters including disciplinary matters and her supervisor as Public Works Office Manager shall be the Public Works Director who serves under the supervision of the City Manager. However, MEDINA shall be under the supervision of the SEDC Board of Directors as SEDC Executive Director when handling SEDC matters.
 11. A schedule is attached to this Agreement showing allocation of estimated wages and personnel costs for MEDINA for the first year of this Agreement and showing allocation of wages and personnel costs for paid time off.
 12. This Agreement may be terminated by either party upon thirty (30) days written notice delivered to the other party, at which time MEDINA will be employed only by the CITY.
 13. It is agreed that SEDC shall defend, hold harmless, and indemnify CITY and its officers, employees, agents and servants from any and all claims, suits or actions of

every kind and description brought by a third party which arise out of the terms and conditions of this Agreement and which result from the acts or omissions of SEDC and/or its officers, employees, agents and servants.

14. It is agreed that CITY shall defend, hold harmless, and indemnify SEDC and its officers, employees, agents and servants from any and all claims, suits or actions of every kind and description brought by a third party which arise out of the terms and conditions of this Agreement and which result from the acts or omissions of CITY and/or its officers, employees, agents and servants.

15. This Agreement shall be governed by the laws of the State of Texas, and venue for any lawsuit arising out of this Agreement shall be in Brazoria County.

CITY OF SWEENEY, TEXAS

BY DAVID JORDAN, City Manager

SWEENEY ECONOMIC
DEVELOPMENT CORPORATION

By _____, Its _____

CITY COUNCIL MEETING SPECIAL SESSION

Tuesday, March 25, 2025 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 **Special Session** on **Tuesday, March 25, 2025 at 6:00 P.M.** 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 6 PM. Neal Bess Jr., Reese Cook, Brian Brooks, John Rambo, and Caniel "Shaun" Massey were in attendance.

PLEDGES & INVOCATION

Pledges were led by Neal Bess Jr.
Invocation was given by Attorney Stevenson.

CEREMONIAL PRESENTATIONS

1. Sweeny Beautification Committee's Yard of the Month- Mr. & Ms. Weems at 504 E 4th Street
Mayor Hopkins announced Sweeny Beautification Committee's Yard of the Month.

2. Proclamation: Child Abuse Prevention Month; April 2025
Mayor Hopkins stated the proclamation will be signed and displayed within the foyer of City Hall proclaiming April to be Child Abuse Prevention Month.

CITIZENS WISHING TO ADDRESS CITY COUNCIL

No citizen comments.

CONSENT AGENDA

3. Minutes: Regular Session, February 18, 2025 and Special Session Capital Improvement Projects & Strategic Planning Workshop, March 08, 2025

Shaun Massey motioned to approve the minutes of the Regular Session, February 18, 2025 and the Special Session Capital Improvement Projects & Strategic Planning Workshop, March 08, 2025. John Rambo seconded. All in favor. Motion carried.

4. Financial Statements
5. Personnel Status
6. Project Status Report
7. Critical Equipment Report; Generator Hourly Activated Self Test Report
8. Gas Compliance Update
9. CCPD Update

REGULAR AGENDA

10. Discussion and possible action on Sweeny High School debrief; Mayor Hopkins & Devin Lemon
Mayor Hopkins and Devin Lemon debriefed Council on the incident that occurred on 02/28/2025 at Sweeny ISD. Informational handout was submitted by Mr. Lemon and entered as Exhibit A into the minutes.

Discussion only; no action.

11. Discussion and possible action on establishing a City Emergency Operations Center (EOC) Workshop with Sweeny Fire Department and Sweeny Community Hospital. Emergency Operations is suggesting a Saturday EOC preparations workshop following the TDEM conference in May for all City wide agencies. Discussion only; no action.

12. Discussion and possible action on a request from Sweeny Beautification Committee to close a portion of Ashley Wilson Road, from the west side of the intersection of Main Street to the second entrance of the Sweeny Community Center during Pride Day festivities. Sanci Kennedy of the Sweeny Beautification Committee is requesting the road closure for Pride Day. John Rambo moved to approve the road closure on Friday, May 2nd, 2025 from 5pm to midnight and Saturday, May 3rd, 2025 from 7pm to midnight for Pride Day, on West Ashley Wilson Road, from Main Street (FM 524) to the second entrance of the Community Center, 205 W Ashley Wilson Road. Neal Bess Jr. seconded. Discussion: Councilman Cook questioned the time of the closure on Friday. Neal Bess Jr., Brian Brooks, John Rambo, and Shaun Massey were in favor. Reese Cook opposed. Motion carried.

13. Discussion and possible action on restricting public vehicle access within the 2025 Pride Day festivities; Sweeny Beautification Committee
Mayor Hopkins asked for a motion to allow Sweeny Beautification to restrict public vehicle access for the 2025 Pride Day festivities within the allowed boundaries. John Rambo stated so moved. Neal Bess Jr. seconded. All in favor. Motion carried.

Reese Cook motioned to move Item 23 ahead of Item 14. John Rambo seconded. All in favor. Motion carried.

23. Discussion and possible action to amend the R2 and R2B zones of Exhibit A of the Zoning Ordinance, Chapter 155.
Discussions were held about minimal lot sizes and/or key lots that do not adhere to the current zoning ordinance allowances. Councilman Cook presented proposed amendments to the current residential zones. Reese Cook moved to amend the zoning regulations of the R-2 & R-2B Single Family Residence, as set forth in Section 110-69 and 69.2, to include the following changes, entered as an Exhibit (Exhibit B), and with an addition to Part C, to amend 110-69 Subsection 9(c), Setback Requirements: amend the minimum rear setback requirements for the R-2B zone, from 15 feet to 5 feet, measured from the easement line. Shaun Massey seconded. Reese Cook, Brian Brooks, John Rambo, and Shuan Massey were in favor. Neal Bess Jr. opposed. Motion carried.

14. Discussion and possible action to variance requests for 301 Pecan Street; Property owner Bill Worrell.
Bill Worrell, owner of 301 Pecan Street, gave Council information on his property and proposed options. Pursuant to the previously approved agenda item (No. 23) to amend the zoning ordinance, in which will be presented for approval at the next meeting, Worrell would not need the requested variances for proposed residential construction. Worrell submitted a picture image of the proposed residential structure, entered into the minutes as Exhibit C. Discussion only; no action.

15. Discussion and possible action to review the annexation service plan and agreement for received request of annexation and utilities for proposed subdivision of 62.296 acres to be completed by C & D Development LLC.

Cecil Stark and Doug Kirk of C & D Development LLC. are requesting full annexation of their property located on Old Main Street. A large portion of the property is outside of the city limits. They are additionally requesting utilities to the property. Attorney Stevenson stated the law requires that the City have a service plan, and that plan must be agreed to by the City and the developer.

Doug Kirk presented Council with the proposed phased plan of residential development on the 62.296 acres. This would potentially bring a large number of rooftops to the City. Phase 1 is largely within the city limits, however, a portion falls outside and would need to be annexed prior too. Attorney Stevenson suggested that the City could annex by phases, versus the property as a whole.

Mayor Hopkins asked for a motion to allow staff to move forward in creating and negotiating a written service agreement with the requestor, in continuation and forward action of the annexation process of the proposed subdivision under development and ownership of C & D Development LLC. Brian Brooks stated so moved. John Rambo seconded.

Discussion: Reese Cook questioned the service agreement, total requirements, and costs associated for project development. Staff would need to bring back the requirements of infrastructure needs for continuation. Neal Bess Jr. asked about the rules of annexation.

All in favor. Motion carried.

16. Discussion and possible action to moving the Executive Director position of the Sweeny Economic Development Corporation to a position within the City that is under the management of the City Manager.

Jenny Massey, EDC President, stated the EDC board decided and approved to move the Director under the City, to be more cohesive for both. Job tasks and employee allocation funding was addressed. EDC funds could only be used for EDC job tasks. The City would be responsible for any other additional job duties. This would not change the direction or operations of the EDC or board. The Director would simply be under the direction of the City Manager on a day-to-day basis, as an employee of the City. The City would be responsible for benefits and insurance with a portion to be funded by EDC. In order for this to be completed, the EDC would need to amend their bylaws to reflect and present to Council for approval.

Mayor Hopkins asked about a motion for moving the Executive Director position of the Sweeny Economic Development Corporation to a position within the City that is under the management of the City Manager. Brian Brooks stated so moved. Seconded by Neal Bess Jr.

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

17. Discussion and possible action to Knox Box requirements, policies, and procedures of control.

Knox Box requirements, key control, and possible monitoring solutions were presented for Council's determination. Fire Chief, Timothy Webb and Fire Marshal, Devin Lemon were in attendance to give further information on the code and quotes for maintaining and tracking the individual keys. To secure all eight keys is \$10,080 with an additional \$1,068 for monitoring. Other options would be to phase in two a year or max out with six keys and destroy the remaining.

Neal Bess Jr. made the motion to follow the code and (as read by Mayor Hopkins) to continue to enforce §94.30 (A), requiring a key box (Knox Box) to be installed and authorizing the City Manager to develop a policy for control and access of the keys owned by the City of Sweeny, and to allocate funds appropriately in order to acquire. Seconded by Shaun Massey.

Discussion: John Rambo asked if this is just to enforce businesses to have the Knox boxes? No, this is to control the keys to open the boxes installed. Fire Chief Webb gave a breakdown of how the fire department monitors currently, versus the proposed options, depending on the amount of keys.

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

18. Discussion and possible action to proposed agreement with Benji's Animal Adoption Barn for animal shelter services.

The proposed agreement has been drafted by Attorney Stevenson for Council review prior to presenting to BAAB. Discussion only; no action.

19. Discussion and possible action to appoint a member to the Crime Control and Prevention District (CCPD).

Mayor stated CCPD is requesting for Council to approve and appoint Joshua Bynum as Position No. 4 of the Crime Control and Prevention District (CCPD). Reese Cook stated so moved. Neal Bess Jr. seconded. All in favor. Motion carried.

20. Discussion and possible action on Resolution 25-101, allowing the City to enter into a membership with Texas SmartBuy for purchasing cooperatives.

Reese Cook moved to adopt the Texas SmartBuy Membership Program Resolution. Neal Bess Jr. seconded. All in favor. Motion carried.

21. Discussion and possible action to approve the procurement policies and procedures for actions to be funded with Federal funds, pursuant to the Resilient Communities Program (RCP) grant application.

Reese Cook moved to approve the Procurement Policies and Procedures as presented in anticipation of future expenditures of federal funds. John Rambo seconded. All in favor. Motion carried.

22. Discussion and possible action to repeal Chapter 114 of the City's Code of Ordinances; Municipal Registration of Construction Contractors

Reese Cook moved to approve Ordinance 25-103, repealing Chapter 114 of the City's Code of Ordinances for Municipal Registration of Construction Contractors. Neal Bess Jr. seconded. All in favor. Motion carried.

Item No. 23 was moved ahead of Item No. 14; see above.

24. Discussion and possible action to an update on Sidewalk repairs.

Councilman Cook put a list together of sidewalk repairs. Mr. Jordan has reached out to the County for opinion on overlaying the existing asphalt of the walking trail at Backyard Park. He is still anticipating additional repairs down Main Street, following the Main Street Water Line Replacement project. Reese Cook moved to approve the designation of \$100,000.00 from the Sidewalk Fund to be used at the discretion of sidewalk repairs by the City Manager and additionally add Sidewalk Repair Update to the Consent Agenda on ongoing Council agendas. Shaun Massey seconded. Discussion: Neal Bess Jr. asked about the amount within the Sidewalk Fund available. It is approximately \$375,000.00. All in favor. Motion carried.

25. Discussion and possible action on notifications sent out on the city wide call out system.

Discussion only; no action.

ITEMS OF COMMUNITY INTEREST

Mr. Jordan thanked Council for the calls and option to move the Council meeting. He thanked everyone for their thoughts and prayers on the passing of his father.

Mayor Hopkins requested that City Hall close to allow staff to attend the services. City Hall will close at 1 pm on Thursday, March 27th, 2025.

John Rambo stated that Sweeny Beautification will be holding their cleanup Saturday in preparation of Pride Day from 7 am-11 am at the Backyard Park.

ADJOURN REGULAR SESSION

Mayor Hopkins adjourned the meeting at 8:15 PM.

Financial Statements are on file with the City Secretary's Office.


Exhibits:

- A. Situational Awareness Debrief handout; submitted by Devin Lemon; Agenda Item No. 10
- B. Zoning amendment proposed by Councilman Reese Cook; Agenda Item No. 23
- C. Image of proposed residential construction; submitted by Bill Worrell; Agenda Item No. 14

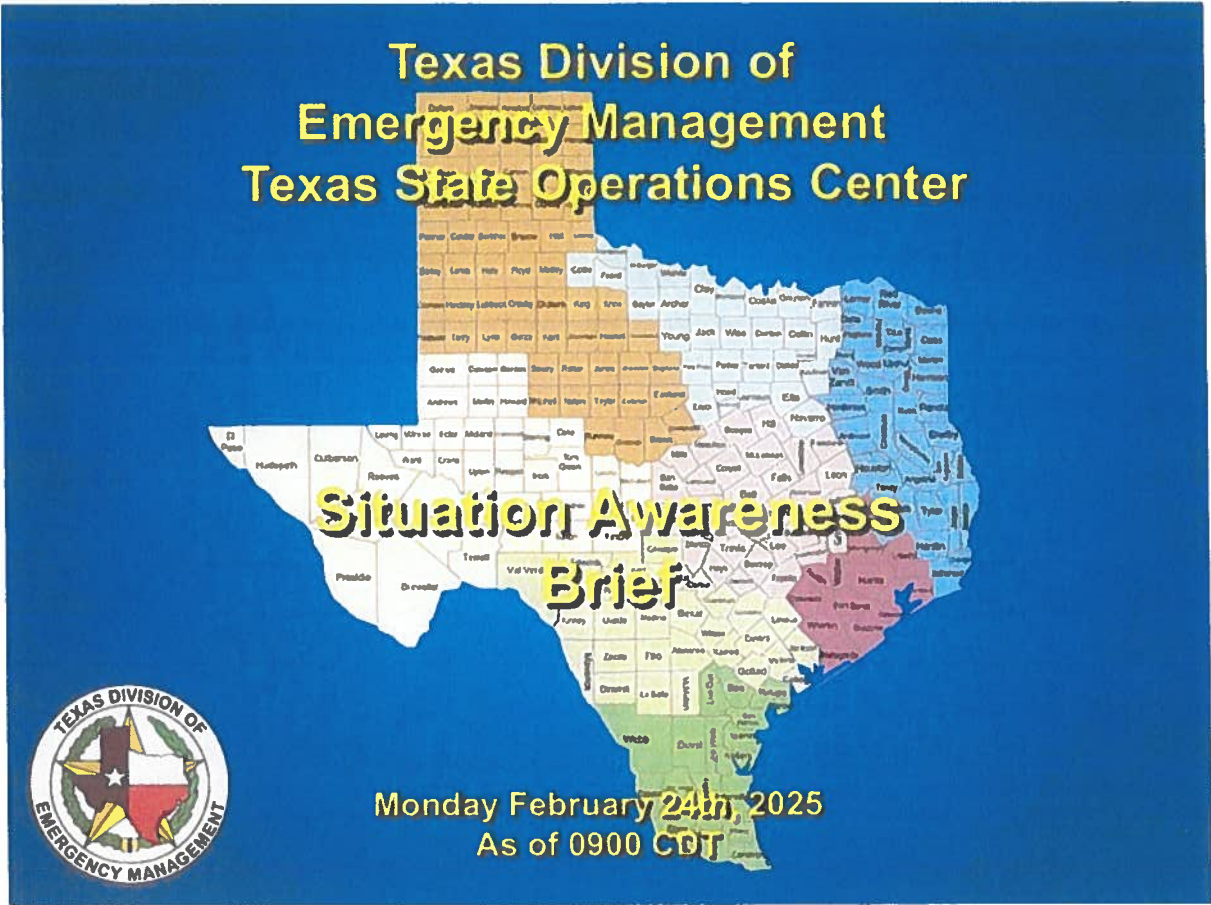
Staff and Boards Present:

City Manager, David Jordan
Police Chief, Brad Caudle
Director of Public Works, Terrence Bell
Finance Director/Personnel Services, Karla Wilson
EDC President, Jenny Massey
Sweeny Beautification President, Sancu Kennedy
Fire Chief, Timothy Webb
Assistant Fire Chief, Tim Webb
Fire Marshal, Devin Lemon

Passed and approved this 15 day of April, 2025.



Kaydi Smith
City Secretary



CITY OF SWEENY

SWEENY HIGH SCHOOL

BOMB THREAT

10:30 AM

600 EAST ASHLEY WILSON ROAD

SWEENY TEXAS 77480

Informational Products Distributed by the State Operations Center

WEB EOC REPORT

MAYOR DUSTY HOPKINS- EMERGENCY MANAGEMENT DIRECTOR

POSITION LOG: DEVIN LEMON- EMC

ACTIVATION:

SWEENEY HIGH SCHOOL
600 EAST ASHLEY WILSON ROAD
SWEENEY TEXAS 77480

INCIDENT:

INITIAL REPORT OF A PLACEMENT OF BOMBS THROUGHOUT HIGH SCHOOL CAMPUS.

SWEENEY ISD STARTED IMPLEMENTED THEIR EMERGENCY MANAGEMENT PLAN AND
STARTED EVACUATION OF 500 STUDENTS

RESPONDING AGENCY:

SWEENEY ISD POLICE DEPARTMENT, SWEENEY POLICE DEPARTMENT, BRAZORIA COUNTY
SHERIFF DEPARTMENT, BRAZORIA COUNTY CONSTABLES OFFICE, TEXAS DEPARTMENT
PUBLIC SAFETY, PEARLAND POLICE DEPARTMENT, TEXAS PARKS WILDLIFE, SWEENEY EMS,
SWEENEY HOSPITAL, SWEENEY FIRE AND RESCUE, OLD OCEAN FIRE DEPARTMENT, CITY OF
SWEENEY EMERGENCY MANAGEMENT

COMMUNITY PARTNERS

NEW SHORES BAPTIST CHURCH

GMZ- (FUNERAL BEING HELD)

AFTER ACTION REVIEW

STRENGTHS

- SCHOOL EM PLAN
- TACTICS OF POLICE DEPT
- LEADERSHIP
- RESOURCES AND RESPONDING AGENCIES
- HOSPITAL/ LEVEL OF READINESS

AREAS OF IMPROVEMENTS

- TIME OF EOC ACTIVATION- *WHO/WHERE/WHEN/HOW*
- CHAIN OF COMMAND- *CITY/SCHOOL/HOSPITAL/ (DRILL TRAINING)*
- NIMS POSITION TRAINING-

See full motion; Amendments to this exhibit are reflected in the motion.

I move to amend the zoning regulations for the R-2 & R-2B Single-Family Residence, as set forth in Section 110-69 and 69.2, to include the following changes:

1. **Remove Section 110-69 R-2 zone:**
Remove the R-2 zone and update all current R-2 zoned properties to R-2B and update Sec. 110-76 C-1, (16) to permit R-2B use in C-1 zone.
2. **Amend Section 110-69.2 Subsection (4) Minimum Living Area:**
Amend minimum living area for a home from 800 sq. ft. to 375 square feet for residential units within the R-2B zone.
3. **Amend Section 110-69.2 Subsection (6) Minimum Lot Size**
Amend minimum lot size from 5,000 square feet to 1800 square feet within the R-2B zone.
4. **Remove Section 110-69.2 Subsection (7) Frontage of Lot**
Remove the R-2B zone requirement of lot frontage.
5. **Remove Section 110-69.2 Subsection (8) Depth of Lot**
Remove the R-2B zone requirement of lot depth.
6. **Amend Section 110-69.2 Subsection (9.c) Setback Requirements:**
Amend the minimum rear setback requirements for the R-2B zone from 15 feet to 5 feet.
7. **Remove Section 110-69.2 Subsection (13) Off-Street Parking:**
Remove the off-street parking requirement of "Minimum of a one car carport or a one care garage." from the zoning ordinance for single-family residences in the R-2B zone.
8. **Updating the Zoning Map:**
Updating the Zoning Map accordingly pursuant to the approved amendments.

I believe that these amendments will be in alignment with the goals of promoting appropriate land use, facilitating the construction of single-family homes, providing more opportunities and flexibility for property development, and addressing specific needs of the community, particularly on smaller, key lots.

I respectfully move that these changes be adopted and included in the zoning ordinance."





AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/05/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	City Manager
Reviewed by City Attorney		Department	Engineering
Subject	Discussion and possible action to review engineering Requests for Qualifications (RFQs) submitted, and to provide direction regarding subsequent selection processes or negotiation efforts.		
Attachments / Supporting documents	RFQ, Scoring Table		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City recently issued a Request for Qualifications (RFQ) for professional engineering services. The purpose of this RFQ is to secure qualified engineering support for City services, projects, infrastructure improvements, water/wastewater upgrades, roadway projects, etc. The RFQ was publicly advertised in accordance with statutory requirements, and all received submissions were reviewed for completeness and compliance with the evaluation criteria outlined in the solicitation.

RFQ Responses:

The City received responses from the following three engineering firms. Firms were emailed the opportunity to attend to provide additional information and answer any questions Council may have.

1. **Dunaway**
2. **Lynn Engineering**
3. **WGA**

Each firm submitted the required qualifications package, including documentation of technical expertise, relevant project experience, available personnel, and capacity to perform the requested services.

Evaluation Process

City staff conducted an initial review of each submittal based on the RFQ evaluation criteria and has provided the attached table of scores for all firms with individual score sheets linked within.

Recommended Action

To select one or more firms for negotiation of a professional services agreement. Council can determine if there is a specific order in which staff are to negotiate.

Motion: To recommend staff to negotiate a professional services agreement with _____.

CITY OF SWEENEY MUNICIPAL ENGINEERING SERVICES 2026
 RESPONSES TO REQUESTS FOR QUALIFICATIONS RFQ SCORES

*Listed in Alphabetical Order for Scoring Purposes

FIRM	Page Limit (5)	Copies of RFQ (5)	General Info of Firm (5)	References (5)	List of work performed (5)	Current Municipal clients (5)	Additional Services (5)	Conflicts of Interest (5)	Cancelled Terminated contracts (10)	Firms workload and ability to meet needs (10)	Firms Experience (10)	Primary Engineers Experience (10)	Location Relation - office/key personnel (10)	Familiarity of area, agencies (10)	TOTAL (100)	
DUNAWAY																
REVIEWER 1		2	5	5	5	5	5	5	5	10	10	10	10	8	9	94
REVIEWER 2		2	5	5	2	4	3	5	5	10	6	10	10	7	7	81
REVIEWER 3		0	5	5	5	3	4	5	5	10	9	10	10	8	8	87
REVIEWER 4		5	5	5	5	5	5	5	5	10	10	10	10	8	7	95
															AVERAGE	89.25
LYNN ENGINEERING																
REVIEWER 1		4	5	5	5	5	5	3	0	0	7	10	10	10	10	79
REVIEWER 2		5	5	4	5	5	5	3	5	5	10	10	10	10	10	92
REVIEWER 3		5	5	5	5	5	3	3	0	0	8	10	10	10	10	79
REVIEWER 4		5	5	5	5	5	5	5	0	0	10	10	10	10	10	85
															AVERAGE	83.75
WGA																
REVIEWER 1		4	5	5	5	2	5	4	5	10	10	8	10	8	8	89
REVIEWER 2		5	5	5	5	3	5	4	5	10	10	10	10	10	10	97
REVIEWER 3		5	5	5	5	2	4	4	5	10	9	7	8	8	10	87
REVIEWER 4		5	5	5	5	3	5	3	5	10	10	10	10	8	8	92
															AVERAGE	91.25

ORDER OF GREATEST AVERAGE SCORE RECEIVED:

- 1 WGA
- 2 DUNAWAY
- 3 LYNN ENGINEERING

Reviewer 1-Brown
 Reviewer 2-Hopkins/Mayor
 Reviewer 3-Jordan
 Reviewer 4-Smith



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Meeting Date		Agenda Item	Agriculture education
Approved by City Manager		Presenter(s)	CM Mayor
Reviewed by City Attorney		Department	Administration
Subject	Discussion with Sweeny ISD about Agriculture facility		
Attachments			
Financial Information	Proposed Expenditure:		0
	Amount Budgeted:		0
	Account Number:		0
	Additional Appropriation Required:		0
	Additional Account Number:		0

Executive Summary

Sweeny ISD and FFA is in need of a location to accommodate education in animal science for students raising animals but may not have a place of their own to do so. It is possible for them to use a section of the sewer plant property that was used years ago for the same reason.

Recommended Action

Authorize the City manager and staff to investigate the possibility of the use and report back to council with a proposal.



AGENDA MEMO

Business of the City Council
City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	Mayor
Reviewed by City Attorney		Department	
Subject	Discussion and update to the Bulldog Power Plant.		
Attachments / Supporting documents			
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	Administration
Reviewed by City Attorney		Department	Contracts
Subject	Discussion and possible action to allow City Manager to enter into a contractual agreement, previously awarded, for Disaster Recovery Grant Management and Administrative Services with Rostan Solutions.		
Council Strategic Goals	Government Sustainability		
Attachments / Supporting documents	Agreement		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City’s Disaster Recovery Grant Management and Administrative Services provider is Rostan Solutions. We have the option to continue contracted services with the requested allowable extension.

Disaster Recovery Grant Management & Admin Services – Awarded 08/2023
 Rostan Solutions LLC
 Term 1 Year; with 4 – 1 year extensions possible
 This would execute the first of four, one-year extension options, ending December 31, 2026.

Rostan is still allowing us to proceed to secure services. Agreement is attached.
 This contract needs to be in place prior to an event to properly qualify for FEMA reimbursements.

Recommended Action

To allow City Manager to enter into a contractual agreement with Rostan Solutions for Disaster Recovery Grant Management and Administrative Services.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	Administration
Reviewed by City Attorney		Department	Contracts
Subject	Discussion and possible action to allow the City Manager to sign a contractual extension with our awarded Debris Monitoring Contractor, Rostan Solutions.		
Council Strategic Goals	Government Sustainability		
Attachments / Supporting documents			
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City’s Debris Monitoring Contractor, previously awarded 08/2023, is Rostan Solutions LLC. Term was for one year with two one-year extension options. This extension would exercise the final extension, ending July 06, 2027. Early 2027, it would be recommended for the City to complete a new RFP for additional services to extend through hurricane season of 2027.

This contract needs to be in place prior to an event to properly qualify for FEMA reimbursements.

Recommended Action

To allow City Manager to sign a contractual extension with Rostan Solutions, the City’s previously awarded Debris Monitoring Contractor.



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	
Reviewed by City Attorney		Department	Grants/ Infrastructure
Subject	Discussion and possible action to Resolution 26-R104, authorizing the submission of a grant application to the Texas Water Development Board (TWDB) for the Water Supply and Infrastructure Grant (WSIG).		
Attachments / Supporting documents	Resolution 26-R104		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The TWDB WSIG program provides a unique opportunity for the City to secure 100% grant funding for eligible water supply and water infrastructure projects that improve capacity, reliability, and water quality.

WSIG is a **100% grant program—NO LOCAL MATCH is required.**

This is a one-time opportunity for a limited number of Texas communities to receive grant funding to implement water supply/water infrastructure projects.

Because WSIG is a one-time grant program with strict eligibility and readiness requirements, timely action on such items as authorizing solicitations for engineering, grant writing services, and authorizing a Resolution to apply. This is essential to ensure the City submits a competitive, complete application package.

The final public comments are currently in progress; therefore, the final implementation plan has not been released. Full application deadlines are expected to be June of 2026.

Visit the website for full details at [Water Supply and Infrastructure Grants | Texas Water Development Board](#).

The City proposes to apply for \$2 million to convert the Travis Street Well from emergency-only use to full-time operation, increasing distribution capacity. The funding will also support installation of an aeration and filtration system to correct system deficiencies—such as coloration, hardness, and clarity—thereby improving water quality and reliability throughout the citywide distribution network.

Recommended Action

To approve: Motion to approve Resolution 26-R104, authorizing the submission of a grant application to the Texas Water Development Board (TWDB) for the Water Supply and Infrastructure Grant (WSIG).

RESOLUTION NO. 26-R104

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SWEENEY, TEXAS, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE TEXAS WATER DEVELOPMENT BOARD FOR THE WATER SUPPLY & INFRASTRUCTURE GRANT (WSIG) TO FUND THE “TRAVIS STREET WELL CONVERSION AND WATER QUALITY IMPROVEMENT PROJECT”; DESIGNATING THE CITY MANAGER AS THE AUTHORIZED OFFICIAL; AFFIRMING THE PUBLIC PURPOSE OF THE PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Texas Water Development Board (TWDB) administers the Water Supply & Infrastructure Grant (WSIG), a one-time 100% grant program supporting water supply and water infrastructure improvements; and

WHEREAS, the City of Sweeny seeks WSIG funding in the amount of Two Million Dollars (\$2,000,000) to convert the existing Travis Street well—currently limited to emergency-use only—into a full-time, active production well to expand system capacity and improve operational reliability; and

WHEREAS, the City further seeks funding to design and install a filtration and aeration system to address system deficiencies including coloration, hardness, and clarity concerns, enhancing reliability and water quality across the citywide distribution system; and

WHEREAS, these improvements will enhance water production reliability, increase supply redundancy, ensure distribution stability, and serve a clear and necessary public purpose by improving the health, safety, and welfare of Sweeny residents;

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

1. The City Council hereby authorizes submission of a WSIG application for the project in the amount of \$2,000,000.
2. The City Council designates City Manager John David Jordan as the Authorized Official to execute all WSIG documentation.
3. The City Council affirms the project serves a valid public purpose and the City shall comply with all TWDB requirements.
4. This Resolution shall take effect immediately upon passage.

PASSED AND APPROVED this ____ day of _____, 2026.

MAYOR, DUSTY HOPKINS

ATTEST:

CITY SECRETARY, KAYDI SMITH



AGENDA MEMO

Business of the City Council

City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	City Manager
Reviewed by City Attorney		Department	Grants / Water Infrastructure
Subject	Discussion and possible action authorizing the issuance of a Request for Qualifications (RFQ) for professional grant writing services for the Texas Water Development Board (TWDB) Water Supply and Infrastructure Grant (WSIG) related to the City's water quality and well conversion reliability project.		
Attachments / Supporting documents			
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City is preparing to seek grant funding through the Texas Water Development Board's Water Supply and Infrastructure Grant (WSIG), a one-time statewide funding program supporting water supply and water infrastructure improvements. The City intends to submit a competitive WSIG application for a project that includes placing the City's emergency-use municipal well into full-time operational status and designing and installing a filtration and aeration system for improved water clarity and softening within the city-wide distribution system.

To ensure a compliant, complete, and competitive WSIG application, the City must procure professional grant writing and application management services. The issuance of a Request for Qualifications (RFQ) is required to solicit qualified firms with demonstrated TWDB experience and the ability to coordinate with City staff and engineering team.

Recommended Action

To Approve: move to authorize City staff to issue and advertise a Request for Qualifications (RFQ) for professional grant writing services for the TWDB WSIG Well Conversion and Water Quality Improvement Project, and to authorize the City Manager, or designee, to carry out all necessary actions associated with the solicitation process.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	City Manager
Reviewed by City Attorney		Department	Grants / Water Infrastructure
Subject	Discussion and possible action authorizing the issuance of a Request for Qualifications (RFQ) for professional engineering services for the Texas Water Development Board (TWDB) Water Supply and Infrastructure Grant (WSIG) related to the City's water quality and well conversion reliability project.		
Attachments / Supporting documents			
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The City is preparing to seek grant funding through the Texas Water Development Board's Water Supply and Infrastructure Grant (WSIG), a one-time statewide funding program supporting water supply and water infrastructure improvements. The City intends to submit a competitive WSIG application for a project that includes placing the City's emergency-use municipal well into full-time operational status and designing and installing a Bicarb system for improved water clarity and softening within the city-wide distribution system.

To submit a competitive WSIG application, the City must procure professional engineering services to prepare the required project documentation for application submittal. Prior TWDB processes have required full engineering packages at the application deadline without extensions, necessitating early procurement of qualified engineering support. This RFQ solicitation would be specific to the needs of the proposed application for the TWDB WSIG application.

Recommended Action

To Approve: move to authorize City staff to issue and advertise a Request for Qualifications (RFQ) for engineering services related to the TWDB WSIG Well Conversion and Filtration and Aeration System of the Water Quality Improvement Project, and to authorize the City Manager, or designee, to carry out all necessary actions associated with the solicitation process.



AGENDA MEMO

Business of the City Council City of Sweeny, Texas

Meeting Date	03/17/2026	Agenda Items	
Approved by City Manager	Yes	Presenter(s)	City Manager
Reviewed by City Attorney		Department	Grants
Subject	Discussion and possible action to Resolution 26- R105 authorizing the submission of a grant application Texas General Land Office 2024 Disasters Local Community Program (LCP)		
Attachments / Supporting documents			
Financial Information	Expenditure Required:	Leverage 5%; \$50,000.00	
	Amount Budgeted:	N/A	
	Account Number:		
	Additional Appropriation Required:		
	Additional Account Number:		

Executive Summary

The Texas General Land Office is allocating \$97M for the Local Communities Program which will provide funding for disaster relief, long-term recovery, and restoration of infrastructure or economic revitalization projects to help eligible communities recover from the 2024 disasters. Only those located within the designated counties affected or impacted by the 2024 disasters are eligible to apply. This programs funding is provided by CDBG-DR from US Department of Housing and Urban Development (HUD). [Texas GLO Announces Application for \\$97 Million in Infrastructure Projects for 2024 Disasters Opens Feb. 19 | Texas General Land Office](#)

Call for project submissions are due by March 23rd. Submitting a project does not guarantee an invitation to apply. After scoring projects, if selected to apply, the City would submit a full application through the TIGR system. Invitations continue until available funding is fully allocated.

Leverage is not required but does affect scoring. Minimum leverage amount is 5% of CDBG DR funds. The GLO has not stated whether payments will be reimbursable draws versus advanced disbursements. Minimum award is \$500,000.00 and maximum award is \$5,000,000.00.

Project proposal is for reinforcements and repairs to the elevated Hackberry Water Tower to address the weld fractures and broken structural connections. These structural deficiencies require reinforcement to ensure the continuity of essential water system operations while improving the tower’s wind resistance, stability, and long-term reliability. While these damages are not solely created by Hurricane Beryl, the extensive wind contributed to the damages. Initial immediate repairs have been completed following the disaster to alleviate issues as hand. However, additional repairs are still required.

City will need to determine if we want to leverage 5% or continue with proposed project submittal at zero leverage. If the City leverages the 5%, it is an additional 10 points in scoring. For a requested project of \$1M, the 5% leverage is \$50,000.00.

Resolution has been created with or without leverage depending on Council’s decision.

