



**MINUTES
SPECIAL MEETING
SEALY ECONOMIC DEVELOPMENT CORPORATION
COUNCIL CHAMBERS
415 MAIN STREET
THURSDAY, JANUARY 27, 2022
6:00 P.M.**

1. Call to Order

President Sterling Schiller called the meeting to order at 6:00 p.m.

2. Invocation and Pledge of Allegiance

Yvonne Johnson gave the invocation led the Pledge of Allegiance.

3. Roll Call and Certification of a Quorum

Present:

Sterling Schiller
Wyn McCready
Larry Koy
Yvonne Johnson

Absent:

Bradley Miller
Russ Rainwater
John Hinze

A quorum was declared present.

Staff attending:

Chelsea Humes, SEDC Interim Executive Director
Katherine Ellis, Secretary
Steven Kutra, Treasurer
Tim Kirwin, SEDC Attorney
Kimbra Hill, Interim City Manager
Joshua Brothers, GIS and Technology Coordinator

4. Petitions or Requests from the Public

None

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At 6:01 p.m., President Schiller made a motion to move item number twelve below item number five to accommodate Joshua Brothers, GIS/Information Technology Coordinator, for the City of Sealy. Yvonne Johnson seconded the motion. President Schiller called for the vote:

AYES: Johnson, McCready, Schiller, Koy

NOES: None

The motion carried.

Bradley Miller arrived and attended the meeting at 6:02 p.m.

5. **Discussion and possible action to approve the minutes for the following date:**
- **Tuesday, December 28, 2021 Regular Meeting at 6:00 p.m.**

Wyn McCready made a motion to approve the minutes from the meeting held on Tuesday, December 28, 2021, Regular Meeting at 6:00 p.m. Larry Koy seconded the motion. President Schiller called for the vote: 2:48

AYES: Johnson, McCready, Schiller, Koy, Miller

NOES: None

The motion carried.

At 6:04 p.m., item twelve was presented, discussed, and received a vote.

6. **Discussion regarding: the monthly Treasurer's Reports by Steven Kutra, Treasurer/Director of Finance; the monthly Payables Report by Katherine Ellis, SEDC Executive Assistant and Board Secretary; and the monthly Fiscal Year 2021-2022 Budget Review Spreadsheet by Sterling Schiller, Board President:**
- a. **Paid Invoice Report**
 - b. **Budget to Actual Report**
 - c. **Sales tax Report**
 - d. **Cash & Investment Report**
 - e. **Payables Report - K. Ellis**
 - f. **Fiscal Year 2021-2022 Budget Review Spreadsheet –
President Schiller**

Steven Kutra reviewed the above Treasurer's Reports with the SEDC Board of Directors. Katherine Ellis reviewed the Payables Report with the SEDC Board of Directors. President Schiller reviewed the Fiscal Year 2021 – 2022 Budget Review Spreadsheet with the SEDC Board of Directors.

7. **SEDC Interim Executive Director's Report by Chelsea Humes/ Discussion of the following items:** 39:00
- a. **Update on Downtown Parking Projects**
 - b. **Update on Hill Center Parking**

- c. Update on BOTA Film and Arts Festival
- d. Main Street Year End Report 2021

Chelsea Humes reviewed the reports above with the SEDC Board of Directors. She explained that due to new business activity downtown, the need for additional parking increases. Chelsea made recommendations regarding moving forward with additional downtown parking. The W.E. Hill Center and adjoining park parking projects discovery phases include possible parking at the Hill Center, Cemetery, and along Peschel Lane. It also includes expenditures for engineering a design for the projects. The Board shared their recommended priorities for moving forward with a parking project to service the Hill Center and the adjoining Park. Chelsea Humes reported that BOTA Festival progress is moving out of the planning phase and into the promoting phase of the project. Chelsea Humes reviewed highlights of the 2021 Main Street Report.

8. **EXECUTIVE SESSION: A closed meeting will be held concerning the following item(s):**
- a) **Texas Government Code, Section 551.072. DELIBERATION REGARDING REAL PROPERTY; The SEDC will conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property as deliberation in an open meeting would have a detrimental effect on the position of the SEDC in negotiations with a third person and**
 - b) **Texas Government Code, Section 551.074, PERSONNEL MATTERS: (to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee).**
 - **Deputy Executive Director and/or Secretary position**
 - c) **Texas Government Code, Section 551.071 CONSULTATION WITH ATTORNEY; The SEDC will meet in closed session to seek the advice of its attorney on a matter in which the duty of the attorney to the body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.**

The SEDC Board of Directors convened into executive session at 6:57 p.m.

9. **Reconvene into Regular Session and consider action, if any, on items discussed in Executive Session.**

The SEDC Board of Directors reconvened into open session at 7:45 p.m.

Bradley Miller made a motion to stop progress on action to pursue real property as previously approved. Wyn McCready seconded the motion. President Schiller call for the vote:

AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

Bradley Miller made a motion to pursue options for downtown parking and the W.E. Community Hill Center, as well as, surrounding B & PW Park parking options. Yvonne Johnson seconded the motion. President Schiller call for the vote:

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AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

Chelsea Humes made a recommendation to make Katherine Ellis the SEDC's Deputy Executive Director and/or Secretary position with a ten percent increase in pay. Yvonne Johnson made a motion to recommend making Katherine Ellis the SEDC's Deputy Executive Director and/or Secretary position with a ten percent increase in pay. Bradley Miller seconded the motion. President Schiller call for the vote:

AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

10. Discussion and possible action to renew the lease of the current SEDC Building located at 313 Main Street. 58:30

Chelsea Humes provided a recommendation to move the SEDC office operations to the Professional Building located at 330 Main Street. Chelsea shared the main benefits of the move being cost savings, and a convenient month-to-month lease commitment. Kimbra Hill asked if the EDC's furniture and sign would be a fit for the professional building, and if there would be a cost to move the internet server to the professional building. EDC Staff explained that any furniture that does not fit in the new office, could go to the Hill Center. There may be an additional expense for adding Sealy EDC signage, and staff was unaware of any additional cost to move internet. Larry Koy discussed the SEDC electricity bill. President Schiller mentioned that if the EDC grew in the next year, there may be plenty of open space in the professional building to grow into. Wyn McCready made a motion to not renew the lease of the current SEDC Building located at 313 Main Street. Yvonne Johnson seconded the motion. President Schiller called for the vote.

AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

11. Discussion and possible action to relocate the Sealy EDC's office.

Yvonne Johnson made a motion to relocate the SEDC office to the Professional Building. Wyn McCready seconded the motion. President Schiller call for the vote:

AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

12. Discussion and possible action to approve the purchase of a spatial analysis extension for ArcGIS Pro in an amount not to exceed \$4,000.00. 4:00

Chelsea Humes introduced Joshua Brothers, GIS/Information Technology Coordinator, for the City of Sealy, and she explained that the program he will be creating can be of use to the Sealy EDC and the City of Sealy. Joshua Brothers discussed details of the spatial analysis extension for ArcGIS. The new program and esri license will provide the SEDC with data that provides insight for economic developers to make responsible, and higher quality decisions regarding new development placement. Yvonne Johnson spoke in support of the project, and recommended that other personnel be cross trained in the program. Larry Koy asked for clarification on the program's pricing, and recommended passing some of the cost to future developers. Joshua Brothers went on to further explain the extensive data collection process. Kimbra Hill added that the program can isolate an area where the city has the capacity to serve, verses adding an expensive infrastructure project that could take years. Wyn McCready recommended that in a year or two, the program, place points outside of the city's ETJ. Bradley Miller made a motion to approve the purchase of a spatial analysis extension for ArcGIS Pro in an amount not to exceed \$4,000.00. Wyn McCready seconded the motion. President Schiller call for the vote:

AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

13. Discussion and possible action to change the boundaries of the Main Street District to the former boundaries.

Chelsea Humes explained that Texas Main Street advised our Sealy Main Street program to not add the West side of the previously proposed boundaries due to a low number of commercial properties in that area. Main Street Texas did support adding to the boundary on the east side of downtown. Wyn McCready made a motion to modify the downtown boundaries to incorporate the changes as referenced by Chelsea Humes. Bradley Miller seconded the motion. President Schiller call for the vote:

AYES: Johnson, McCready, Schiller, Koy, Miller
NOES: None

The motion carried.

14. Request(s) for future agenda items and comment(s).

Yvonne Johnson commented that she envisions the City of Sealy moving the city barn away from downtown so that the land may be used for the historical downtown.

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15. Adjournment


At 7:55 p.m., Bradley Miller moved that the Sealy EDC Board of Directors stand adjourned until the next scheduled meeting. Yvonne Johnson seconded the motion. President Schiller called for the vote:

AYES: Johnson, McCreedy, Schiller, Koy, Miller

NOES: None

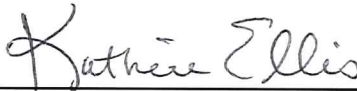
The motion carried

PASSED AND APPROVED this 22nd day of February, 2022.



Sterling Schiller, President

ATTEST:



Katherine Ellis, Secretary