



**MINUTES
SPECIAL MEETING
SEALY ECONOMIC DEVELOPMENT CORPORATION
W.E. HILL COMMUNITY CENTER
1000 MAIN STREET SEALY, TX 77474
MONDAY, OCTOBER 10, 2022
6:00 P.M.**

1. Call to Order

President Sterling Schiller called the meeting to order at 6:05 p.m.

2. Invocation and Pledge of Allegiance

Russ Rainwater gave the invocation led the Pledge of Allegiance.

3. Roll Call and Certification of a Quorum

Present:

Sterling Schiller
Larry Koy
Russ Rainwater
Jennifer Sullivan

Absent:

Yvonne Johnson
Bradley Miller
Johnny Bonaccorso

A quorum was declared present.

Staff attending:

Kimbra Hill, City Manager
Joshua Brothers, City Planner
Steven Kutra, Finance Director
Tim Kirwin, City Attorney
Kim Dickey, City Secretary
Katherine Ellis, SEDC Deputy Executive Director / Secretary

4. Petitions or Requests from the Public

There were none

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5. **Discussion and possible action to approve the minutes for the following date:**
- **Tuesday, August 23, 2022 Regular Meeting at 6:00 p.m.**

Jennifer Sullivan made a motion to approve the minutes for Tuesday, August 23, 2022 Regular Meeting at 6:00 p.m. Russ Rainwater seconded the motion. President Schiller called for the vote:

AYES: Koy, Rainwater, Schiller, Sullivan
NOES: None

The motion carried.

6. **Discussion and possible action regarding engineering services for the W.E. Hill Center Community parking expansion project.**

EDC Staff requested the EDC Board of Directors confirm moving forward with the Hill Center Parking project. Tim Kirwin discussed and questioned the project's process for approval. Russ Rainwater and Sterling Schiller commented that the EDC Board is making a recommendation to City Council to move forward with the final engineering plans for the project, and taking it step by step, not all at once. Jennifer Sullivan made a motion to move forward with the CivilCorp final engineering plan for the W.E. Hill Center Community parking expansion project at a cost of \$17,007.00 pending and contingent on approval by City Council for the project. Russ Rainwater seconded the motion. President Schiller called for the vote:

AYES: Rainwater, Schiller, Sullivan
NOES: Koy

The motion carried.

7. **Discussion regarding: the monthly Treasurer's Reports by Steven Kutra, Treasurer/Director of Finance; the monthly Payables Report by Katherine Ellis, SEDC Deputy Executive Director 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**

The Finance Director, Steven Kutra, reviewed the Treasurer's Reports with the Sealy EDC Board of Directors. Larry Koy questioned the possibility of the Bellville Hospital District taxes being paid to Tri-County ER. The payables report was reviewed by Katherine Ellis. President Schiller reviewed the 2021-2022 Budget Review Spreadsheet. 25:40

8. **Discussion of Sealy EDC budget for fiscal year 2022-2023.**

President Schiller reviewed the City Council approved Sealy EDC budget and commented on the revisions from the previous EDC Board approved preliminary budget. Some changes

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include, the revenue budget and sales tax projections were increased, and the engineering line item was increased for a parking expansion plan. Jennifer Sullivan confirmed the funding for the parking lot expansion is under the Capital Outlay line item in the approved budget.

9. Discussion and possible action to approve a resolution authorizing participation in the TEXPool Investment Pools and designating authorized representatives.

Steven Kutra reviewed the routine authorization of Sealy EDC participation, and the revision of naming the new EDC Board Vice-President as a designated authorized representative of TEXPool Investment Pools. Jennifer Sullivan made a motion to approve a resolution authorizing participation in the TEXPool Investment Pools and designating authorized representatives as noted in the staff report. President Schiller seconded the motion. President Schiller called for the vote:

AYES: Koy, Schiller, Sullivan
ABSTAIN: Rainwater
NOES: None

The motion carried.

32:12

10. Discussion and possible action to award the Bank Depository contract for the Sealy EDC.

Steven Kutra commented the previous depository contract lasted five years and ended September 30, 2022. Wells Fargo Bank provided a proposal for Sealy EDC depository. Steven Kutra recommended approval of the Wells Fargo Bank proposal contract. Jennifer Sullivan made a motion to award the Bank Depository contract for the Sealy EDC to Wells Fargo Bank. Russ Rainwater seconded the motion. President Schiller called for the vote:

AYES: Koy, Schiller, Sullivan, Rainwater
NOES: None

The motion carried.

11. Discussion and possible action to approve amendments to the Sealy EDC Investment Policy.

Steven Kutra reviewed the amendments to the Sealy EDC Investment Policy with the Sealy EDC Board of Directors. Jennifer Sullivan made a motion to approve the Sealy EDC investment policy amendments. Russ Rainwater seconded the motion. President Schiller called for the vote:

AYES: Koy, Schiller, Sullivan, Rainwater
NOES: None

The motion carried.

12. Discussion and possible action to approve Sealy EDC criteria and funding for the Right-of-Way Road Construction Fund.

President Schiller asked the Sealy EDC Board of Directors for feedback regarding criteria and funding for the Right-of-Way Road Construction Fund. The Board discussed the Texas Local Code criteria for legally funding infrastructure, discussed options, and Tim Kirwin discussed the importance of producing evidence and/or a study showing infrastructure is needed for new or expanding business development. Larry Koy questioned the possibility of writing a resolution for the Road Construction Fund. President Schiller summarized the discussion stating that the Sealy EDC Board of Directors would like to stay within the boundaries of the Local Government Code while funding good projects. President Schiller made a motion that the Sealy EDC will set aside a road construction fund, which is already in place, the legal expenditures for this SEDC funding for infrastructure are in concordance with the State Local Government Code Title 12, Subtitle C1, Chapter 501, Section 103, and the Sealy EDC will continue to put ten percent of SEDC monthly sales tax in the Road Construction Fund with the option to add additional funds as the SEDC Board of Directors sees fit. Jennifer Sullivan seconded the motion. President Schiller called for the vote:

AYES: Koy, Schiller, Sullivan, Rainwater
NOES: None

The motion carried.

1:00

13. EXECUTIVE SESSION: A closed meeting will be held concerning the following item(s) 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.

▪ **Office Location**

The Sealy EDC Board of Directors convened into closed Session at 7:05 p.m.

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

The Sealy EDC Board of Directors reconvened into open session at 7:15 p.m. There was no action taken.

15. Discussion and update regarding search for Sealy EDC Executive Director.

President Schiller updated the SEDC Board of Directors regarding the Hiring Committee, hiring process, and current pool of applicants.

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

There were no future agenda items.

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17. Adjournment

At 7:21 p.m., Russ Rainwater made a motion the Sealy EDC Board of Directors stand adjourned until the next scheduled meeting. Larry Koy seconded the motion. President Schiller called for the vote:

AYES: Rainwater, Schiller, Sullivan, Koy
NOES: None

The motion carried.

PASSED AND APPROVED this 25th day of October, 2022.



Sterling Schiller, President

ATTEST:



Katherine Ellis, SEDC Secretary