

## **Minutes**

The EDC A and EDC B - Joint Session Meeting of the Simonton Economic Development Corporations A and B

CITY OF SIMONTON

July 30, 2024

This is a true and correct copy of the Minutes of the The EDC A and EDC B - Joint Session Meeting of the Simonton Economic Development Corporations A and B held on July 30, 2024 at 6:30 PM.

### **1. Call to order at 6:41 p.m.**

A quorum was present with the following City Council Members in attendance: Laurie Boudreaux, Kelli Matula and Justin Boudreau (late arrival).

Olson and Olson Attorney Philip Boedeker and City Secretary Nanci Mohr were in attendance.

Proposed Board Members Rachel Reyes (EDC A) and Joseph Cottle (EDC B) were not in attendance.

### **2. Public comments**

There were no public comments.

### **3. Introduction of newly appointed EDC A and EDC B board members and consultant**

Proposed EDC A and EDC B Board Members in attendance introduced themselves.

### **4. Swearing in of new board members**

Mayor Boudreaux swore in all of the new Board Members in attendance as a group.

### **5. Explanation of EDC board member duties and expectations**

Mayor Boudreaux provided a brief explanation of the materials in the Board Member's Binders – the reference page, the financial statements and the Bylaws.

City Attorney Philip Boedeker stated that EDCs are created for using tax dollars for economic development and public uses, for example, parks. Mr. Boedeker stated that the City's Comprehensive Plan is a great place for the Board Members to begin educating themselves. Mr. Boedeker stated that there are types of projects that each Board can take action upon: EDC A has the "macro view" – this Board is more involved in working with industry and interstate issues; EDC B has a "micro view" – this Board is more involved with the local impacts, green spaces, bike trails, sidewalks and tree conservation type issues. Mr. Boedeker stated that EDC B may assist EDC A in projects where needed as a "joint venture."

There was a brief discussion of monies recovered and that a percentage of sales tax revenues is allocated to each EDC Type. Board Member Dub Sabrsula inquired as to when the budgets are due to City Council for approval, to which Mayor Boudreaux responded August 1, 2024. Board Member Dub Sabrsula stated that budgets must be approved by City Council. Mayor Boudreaux responded that once the final tax rolls are received from Fort Bend County, then the City can provide the final numbers to the EDC for their use in budgeting.

Board Member Susan La Dart asked if the revenues are carried over. Mayor Boudreaux responded that carry-over revenues are maintained in the reserves.

Board Member Dub Sabrsula requested information regarding who will be responsible for taking EDC Board Meeting Minutes and the posting of same. Mayor Boudreaux responded that the City Secretary will be available to assist, but that the Boards should appoint a minute keeper as the City Secretary may not always be available.

City Attorney Philip Boedeker described a quorum and explained that the Boards may not openly discuss their views regarding their upcoming votes.

**6. Discussion and possible action related to the Bylaws**

6a. EDC A – no action taken.

6b. EDC B - no action taken. City Attorney Philip Boedeker stated that the EDC B Bylaws may be amended at a later date.

**7. Elect EDC officers**

7b. EDC B Election of Officers

Motion by Board Member Dub Sabrsula to elect Board Member Kelli Matula as President and liaison between Board B and City Council. Board Member Bubba Mullins seconded.

Ayes: Six

Noes: None

Board Member Joseph Cottle not in attendance.

Motion unanimously approved.

Motion by Board Member Kelli Matula to elect Board Member Dub Sabrsula as Vice-President. Board Member Bubba Mullins seconded.

Ayes: Six

Noes: None

Board Member Joseph Cottle not in attendance.

Motion unanimously approved.

Motion by Board Member Kelli Matula to elect Board Member Joseph Cottle as Treasurer. Board Member Roberto Molina seconded.

Ayes: Six

Noes: None

Board Member Joseph Cottle not in attendance.  
Motion unanimously approved.

City Attorney Philip Boedeker stated that under the Bylaws, the Board can delegate certain responsibilities, i.e., the recording of votes, the minutes and posting of the meeting notices to the City Secretary, but that the position of Secretary does need to be nominated.

Motion by Board Member Kelli Matula to elect Board Member Sunni McKenney West as Secretary. Board Member Sunni McKenney West Board said she is accustomed to preparing Minutes and does not mind preparing them as long as the Board works with her schedule. Member Roberto Molina seconded.

Ayes: Six

Noes: None

Board Member Joseph Cottle not in attendance.

Motion unanimously approved.

7a. EDC A Election of Officers

Motion by Board Member Susan La Dart to elect Board Member Justin Boudreau as President and liaison with City Council. Board Member Stacey Gootee seconded.

Ayes: Three

Noes: None

Board Members Barbara Minton and Rachel Reyes not in attendance.

Motion unanimously approved.

Motion by Board Member Susan La Dart to elect Board Member Susan La Dart as Vice-President. Board Member Justin Boudreau seconded.

Ayes: Three

Noes: None

Board Members Barbara Minton and Rachel Reyes not in attendance.

Motion unanimously approved.

Motion by Board Member Justin Boudreau to elect Board Member Stacey Gootee as Treasurer. Board Member Susan La Dart seconded.

Ayes: Three

Noes: None

Board Members Barbara Minton and Rachel Reyes not in attendance.

Motion unanimously approved.

Motion by Board Member Justin Boudreau to elect Board Member Barbara Minton as Secretary. Board Member Susan La Dart seconded.

Ayes: Three

Noes: None

Board Members Barbara Minton and Rachel Reyes not in attendance.

Motion unanimously approved.

**8. Discussion and possible action re Budgets**

- EDC A
- EDC B

Mayor Boudreaux briefly described the financial statement summaries contained in the Board Members' binders. Board Member Dub Sabrsula requested final financial statements for each EDC at the next Board Meeting. Mayor Boudreaux stated that the drop-dead budget deadline is September 30, 2024. Mayor Boudreaux requested that the Boards have their budgets completed by the end of August 2024.

Board Member Susan La Dart requested a workshop for creating the budgets. Board Member Sunni McKenney West responded that she has experience preparing budgets and can assist.

City Attorney Philip Boedeker discussed incentives versus budget adjustments and future planning.

- 9.** The next EDC A and EDC B Joint Meeting is scheduled for August 14, 2024 at 6:00 p.m.

**10.** Adjournment

Mayor Boudreaux adjourned the EDC A and EDC B Joint Meeting at 8:06 p.m.

Motion to adjourn by EDC A Board Member Justin Boudreau. Seconded by Stacey Gootee.

Ayes: Three

Noes: None

Board Members Barbara Minton and Rachel Reyes not in attendance.

Motion approved unanimously.

Motion to adjourn by EDC B Board Member Kelli Matula. Seconded by Susan La Dart.

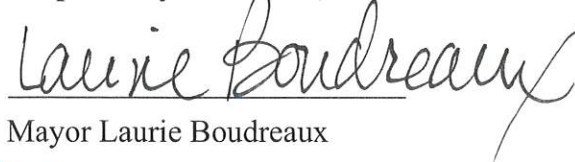
Ayes: Six

Noes: None

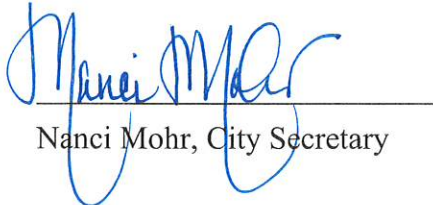
Board Member Joseph Cottle not in attendance.

Motion approved unanimously.

**Respectfully submitted,**



Mayor Laurie Boudreaux



Nanci Mohr, City Secretary

