



## NOTICE OF THE EDC B REGULAR MEETING

The Economic Development Corporation B for the City of Simonton, Texas, will hold its EDC B Regular Meeting on October 9, 2024 at 6:00 PM in City Hall, 35011 FM 1093, Simonton, Texas 77476, for the purpose of considering the following:

### Presence of a Possible Quorum of the City Council of the City of Simonton, TX

This notice is posted in order to meet the requirements of the Open Meetings Act. If the number of City Council Members present at the event constitutes a quorum, the Council will not deliberate, take any formal action on any items discussed, nor will there be meeting minutes taken for this event for City Council.


1. Call to order
2. Invocation and Pledge
3. Public Comments

*In accordance with Texas Open Meetings Act and Texas Government Code 551.007, any item NOT listed on the Agenda may not be discussed or action taken upon. Each member of the public wishing to speak must sign in prior to the meeting and is limited to 3 minutes.*

All attendees are respectfully reminded of the Economic Development Corporation's commitment to decorum and mutual respect.

4. Consider and take action on the Consent Agenda  
*Items listed under the Consent Agenda are considered routine and are generally enacted in one motion. The exception to this rule occurs when a Committee Member requests one or more items removed from the Consent Agenda for separate discussion and action.*
  - a. Draft EDC A and EDC B Minutes of July 30, 2024 Joint Session Meeting.
  - b. Draft EDC A and EDC B Minutes of August 14, 2024 Joint Session Meeting.
5. New Business
  - a. Budget.
  - b. Strategy Planning.
6. Schedule next meeting
7. Adjournment

I, the undersigned, City Secretary of the City of Simonton, do hereby certify that on October 4, 2024 by 5:00 p.m., I posted a true and correct copy of the above and following notice of the City of Simon Economic Development (EDC) B Regular Meeting to be held on October 9, 2024, beginning at 6:00 p.m. at the Simonton City Hall, which posting was done at least seventy-two (72) hours prior to the date fixed for said meeting.

  
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Nanci Mohr, City Secretary

The Economic Development Corporation B may hold an Open or Closed meeting by telephone conference call if an emergency or public necessity exists within the meaning of Section 551.045 of the Open Meetings Act, and the convening at one location of a quorum of EDC Board B is difficult or impossible.

The Economic Development Corporation B may convene into executive session on any matter related to any of the above agenda item for a purpose, such a closed session is allowed under Chapter 551, Texas Government Code.

*Reasonable accommodation for persons with disabilities attending this meeting will be available. Persons with disabilities in need of special assistance at the meeting should please contact the City Secretary at 281-533-9089. Agendas are posted on the City Website at <http://simontontexas.gov>.*

## **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,**

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Mayor Laurie Boudreaux

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Nanci Mohr, City Secretary

## **Minutes**

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

CITY OF SIMONTON

August 14, 2024

This is a true and correct copy of the Minutes of The EDC A and EDC B - Joint Session Meeting of the Simonton Economic Development Corporations A and B held on August 14, 2024 at 6:00 PM.

### **1. Call to order at 6:07 p.m.**

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

The meeting was called to order jointly by EDC A President Justin Boudreau and EDC B President Kelli Matula.

City Secretary Nanci Mohr was in attendance.

Board Member Bubba Mullins (EDC B) was a late arrival.

### **2. Invocation and Pledge**

Mayor Boudreaux gave the invocation.  
Mayor Boudreaux led the assembly in the Pledge of Allegiance.

### **3. Public Comments**

There were no speakers to address the Joint Committees.

### **4. New Business**

#### **a. Budget Workshop for fiscal year 2024-2025**

Mayor Laurie Boudreaux provided an explanation of the financial documents presented to the Committees. Upon request, Mayor Boudreaux explained that an "ICS Sweep" is when funds are transferred into the Committee operating accounts when the balance exceeds \$10,000. Mayor Boudreaux also stated that CDARS accounts are an outlet for municipal governments to invest funds at a higher rate of return.

EDC B President Kelli Matula stated that she believed the proposed 2024-2025 budget should be approved as there are no projects being conducted at this time.

Motion by EDC B Committee Member Dub Sabrsula to approve the proposed 2024-2025 budget. EDC B Committee Member Roberto Molina seconded the motion.

Ayes: Seven

Noes: None

Motion was unanimously approved.

EDC A President Justin Boudreau stated that he also believed the proposed 2024-2025 budget should be approved.

Motion by EDC A Committee Member Stacey Gootee to approve the proposed 2024-2025 budget. EDC A Committee Member Barbara Minton seconded the motion.

Ayes: Five

Noes: None

Motion was unanimously approved.

b. TML Training -- open meetings

EDC A President Justin Boudreau provided an explanation regarding the required Open Meetings Act training for the Committee Members. A discussion ensued as to whether the Committee Members would like to perform their training individually at home or as a group. Mayor Boudreaux stated that City Hall Council Chambers was available if the Committees would like to train as a group.

City Secretary Nanci Mohr stated that she would forward Outlook contact cards when all of the Committee Members' email addresses had been received. Mayor Laurie Boudreaux and EDC A Committee President Justin Boudreau reinforced the importance of never "replying all" in any email discussions under the Open Meetings Act.

5. Swearing In:  
a. Rachel Reyes – EDC Board A  
b. Joseph Cottle – EDC Board B

City Secretary Nanci Mohr swore in new Committee Members Rachel Reyes (EDC A) and Joseph Cottle (EDC B).

8. The next EDC A Meeting is scheduled for October 8, 2024 at 6:00 p.m.  
The next EDC B Meeting is scheduled for October 9, 2024 at 6:00 p.m.

EDC B Committee Member Dub Sabrsula inquired about strategic planning. Mayor Boudreaux stated that the information could be found in the Comprehensive Plan which is found on the website or could be emailed to the Committee Members by City Secretary Nanci Mohr.

EDC B Committee Member Sunni McKenney West inquired where farmers markets could be held as a suggested future project. Mayor Boudreaux stated that this item was not on the agenda and should be held for discussion at a future Committee Meeting.

9. Adjournment

The meeting was adjourned jointly by EDC A President Justin Boudreau and EDC B President Kelli Matula at 6:36 p.m. without objection.

**Respectfully submitted,**

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Mayor Laurie Boudreaux

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Nanci Mohr, City Secretary

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