

Brookshire Economic Development Corporation

THE STATE OF TEXAS }
CITY OF BROOKSHIRE }
COUNTY OF WALLER }

NOTICE IS HEREBY GIVEN OF A SPECIAL MEETING OF THE BROOKSHIRE ECONOMIC DEVELOPMENT CORPORATION TO BE HELD THURSDAY, AUGUST 22, 2024 at 6:00 P.M., IN THE COUNCIL CHAMBERS OF THE BROOKSHIRE MUNICIPAL BUILDING, 4029 FIFTH STREET, BROOKSHIRE, TEXAS, FOR THE PURPOSE OF CONSIDERING THE FOLLOWING AGENDA ITEMS:

AMENDED AGENDA

1. Call to order
2. Prayer.
3. Pledge to the U.S. Flag.
4. Roll Call
5. Public Comments.

Comments made under this agenda item are limited to five (5) minutes per person; however, if a large quantity of individuals has registered to speak, the time may be reduced at the chair's discretion. In accordance with the Texas Open Meetings Act, the Board of Directors will not discuss or consider any items addressed during this agenda item. However, the President or Economic Development Coordinator may make statements of fact, for example, identifying the procedure for reporting an issue or referring the speaker to the cognizant agency or individual.

6. Discuss and take possible action to nominate a president for the BEDC
7. Discuss and take possible action to approve a resolution placing each director in a position and setting the term for each.
8. Discuss and consider nomination for the open board position for the EDC to be sent to city council for approval.
9. Consent Agenda
 - Approval of BEDC Board Meeting Minutes for July 15, 2024 and July 22, 2024.
 - Monthly Accounting report May 2024 Financials
10. Discuss and possible action approving Esch Development Professional Services contract with the BEDC.
11. Budget Workshop for 2024-2025 Brookshire Economic Development Corporation
12. Executive Session.

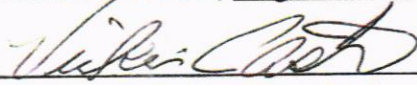
The Brookshire Economic Development Corporation will meet in a closed session pursuant to Title 5, Chapter 551, of the Texas Government Code for the purpose of: Economic Development Discussions under Section 551.087; Consultation with legal counsel under Section 551.071; Deliberations on real property under Section 551.072; and, Deliberations on personnel under Section 551.074.

13. Discussion & Possible Action on Executive Session items if necessary.
14. Adjournment.

A quorum of the Brookshire City Council may be present, but no official action will be taken by the Council.

Note: In compliance with the American with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made at least 48 business hours prior to this meeting. Please contact the city secretary's office at 281-375-5050 for further information.

I, Vickie Casto, do hereby certify that the above Notice of Meeting and Agenda of the Brookshire Economic Development Corporation was posted in a place convenient and readily accessible at all times to the general public in compliance with Chapter 551, TEXAS GOVERNMENT CODE, August 19, 2024 at 8:15 a.m..



Administrative Assistant to the Board of Directors

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROOKSHIRE, TEXAS, TO FORMALIZE THE DIRECTOR NAMES, POSITIONS, AND TERMS OF THE BROOKSHIRE ECONOMIC DEVELOPMENT BOARD; REPEALING CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, the Brookshire Economic Development Corporation (the “BEDC”) is a duly-formed organization in the State of Texas under the Development Corporation Act codified in Chapters 501-505 of the Texas Local Government Code (the “Act”) and that its purpose is to enhance the economic wellbeing of the City of Brookshire (the “City”) and its citizens; and

WHEREAS, §505.051 states that a Board of this kind will contain seven (7) members; and

WHEREAS, the BEDC has recommended by formal BEDC action certain Directors, positions, and terms. **NOW THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSHIRE TEXAS:

SECTION 1. THAT the Recitals to this Resolution are true and correct and are incorporated herein for all purposes.

SECTION 2. THAT the following Directions, positions, and terms are hereby approved:

Place	Director	Term
Place 1	Eric Green	June 13, 2024 - June 30, 2026
Place 2	Robert Richards	June 13, 2024 - June 30, 2026
Place 3	Lyndon Stamps	August 15, 2024 - June 30, 2026
Place 4	Quotatious Dunn	June 2, 2022 - June 30, 2025
Place 5	Maria Ugartechea	August 15, 2024 - June 30, 2026
Place 6	Deniece Odie	August 15, 2024 - June 30, 2025
Place 7	VACANT	Term ends June 30, 2025

SECTION 3. THAT this Resolution shall become effective as of the date of its approval by the City Council.

PASSED, APPROVED, and RESOLVED on _____, 2024.

CITY:

DARRELL BRANCH, MAYOR

ATTEST:

Erica Molina, City Secretary

Minutes of the Brookshire Economic Development Corporation Meeting

July 15, 2024

The Brookshire Economic Development Corporation held a Special Meeting on Monday, July 15, 2024 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

Agenda Item #1: Call to order

Director, Richards called meeting to order at 6:00 p.m.

Agenda Item #2: Prayer

Director, Eric Green

Agenda Item #3: Pledge to the U.S. Flag

Everyone

Agenda Item #4: Roll Call

Present:

Director, Eric Green

Director, Nathaniel Richardson

Director, Quotatious Dunn

Director, Robert Richards

Director, Steve Guy

Also Present:

Attorney, Bridgette Begle

BEDC Administrator Assistant, Vickie Casto

Agenda Item #5: Public comments

Mr. Mike Barnes addressed the board and stated he noticed on the agenda Crystal Lakes and he was interested as he recalled that was a residential sub-division. Type B economic development corporations only engage in low moderate income housing situations. Then he spoke on the TIRZ, and stated that when he was acting administrator he could not find where it had been passed by the city council nor could he find any record of it being taxed by any other tax entities. He had this conversation with pervious council members, and he made the attorney aware of that. He asked for an opium but never received one. He's also excited to hear the update on Empire West. He spoke of how he had negotiated any number of incentives with pacific companies. He spoke of his PIR, and brought a couple of concerns to the attorney. Filing is not the responsibility of the consultant. That goes to the city secretary and the attorney. He then spoke of a Strategic Plan back in 2014 that he had presented.

Agenda Item #6 Discuss and approve minutes of the Brookshire Economic Development Corporation Special Meeting for June 18, 2024.

Motion was made to approve June 18, 2024 minutes

Director, Quotatious Dunn / Steve Guy

All For
Motion Carried

Agenda Item #7 Discuss and consider nomination for open board position place 3 for the EDC to be sent to city council for approval.

Attorney, Miss. Begle informed them what she had Steve Guy, Nathaniel Richardson, Kathy Guy she believed needed to be replaced and that's position 3, Quotatious Dunn, Eric Green, Robert Richards and a vacant? Two vacancies? Several replied correct. She continued by saying that right now they are listed to just do place 3. She has a resolution ready that she will put to council that will have all their names and positions and the terms and date. She asked them to nominate two people and she wants to talk about their place to make sure she has it right to present it to council.

Mr. Guy asked if she could run again or is she out. Ms. Begle replied that they could nominate her again. She added that it would be ultimately up to council, after their recommendation.

Mr. Guy stated he nominated Kathy Guy, Eric Green second.

Miss. Begle instructed Mr. Richards on the procedure

Mr. Richards called for the vote, in favor ...

Miss. Begle instructed Ms. Guy she could vote.

Mr. Richards stated she was not on the board.

Miss. Begle stated she was still on the board.

Mrs. Guy stated she was a carryover, and Ms. Begle agreed.

Mr. Richards stated that her term expired June 30th ...

Miss. Begle said, this year. Then added they were three and three split.

Mr. Richardson asked when would they be having the discussion.

Miss. Begle stated if they wanted to discuss ...

Mr. Richardson stated that he new these people and they were good people. After being here for 40 something years in Brookshire, and although it may be legal, he does not think it's good PR. As a long-time educator, he gets tired of hearing the naysayers. He believes if you have a husband and wife to vote that will taint whatever will happen. He added they have enough craziness going on. Mrs. Guy might be the best person; but he thinks they need to table it and talk about it. They are a small community and he's getting tired hearing the negative stuff.

Miss. Begle asked if there was any more discussion.

Mr. Richardson stated he wanted to clarify one thing. Mrs. Guys term ended June 30, 2024, correct?

Miss. Begle stated that's what she's been told, her term ended June 2024. She then corrected herself and said she saw June 2026. So, her vote doesn't count ... she begins to recount. 3 to 2 passes. Thats one of the positions, there is a second if they would like to nominate someone else.

Mr. Richardson nominated Maria Ugartechea.

Miss. Begle apologized and stated they only had open board for position place 3 noticed. She thinks they need to hold off on filling their final position. She apologized for her misleading them. They'll put it on the next agenda.

Agenda Item #8 Filling of vacancies of the offices of President, Vice-President, Secretary, and Treasurer.

Miss. Begle stated she had the By-Laws for the officers, and it's listed a little differently. It's President, Vice-President, Secretary/Treasurer. So, tonight they can appoint someone to each of those. It won't be a secretary and a separate Treasurer, that will be just one position.

Motion was made to table until all positions are filled.

Director, Robert Richards / Director, Nathaniel Richardson

Miss. Begle started counting votes

Mr. Green asked if there was any discussion.

Miss. Begle stated they could have discussion.

Mr. Green spoke on the positions needing to be filled before they vote on this.

Miss. Begle once again repeated the votes, and repeated that they were not letting Kathy vote on this one.

Motion to tabled passed

Agenda Item #9 Discuss updates on Crystal lakes and Empire West (Joe Esch)

Mr. Esch spoke on the TIRZ that was created in 2006. There was a public hearing in August 2007, then nothing showed up until 2015 when the TIRZ was reactivated and lots of information is missing. Then April 2019 a letter from Mr. Chambers to the city secretary to pay a certain amount of funds, subsequent to LGI Homes. In a letter from them (LGI Homes) they commenced construction of approved infrastructure in May 2016 and completed it 2017. There was a notice that the city was in default of their obligations; to appoint a board and they had not been able to get reimbursements. He's still getting information to fill this in so what you have is public record shows that TIRZ was first created 2006 and it would have expired supposedly expired in 2027. In 2015 the TIRZ was modified for the home develop and it had a list of projects that was extended to 2025. There were expectations that the developer would put certain improvements in place and receive reimbursements. It also stated that the original ordinance there is nine members on the board. The city reserved the first six for its appointment. Nine of the last three were for the other taxing jurisdiction should they participate. The city can not find any records of a board being appointed. There is information that they are still trying to garner. So, it's still ongoing and the information that he's given them is partial. We don't know at this point what the total obligations are. It is clear that the developer has expectations, they have completed infrastructure, it is clear that they have been reimbursed at this point. We have not been able to tell you how much they've been reimbursed. The development agreement also talks about that once improvements are made, that there is an acceptance by the city. The letter from 2019 to the city from the developer indicates that the city had accepted those improvements. There are bits and pieces of information that a TIRZ does exist. They are still trying to get information ... the records can't be found.

Mr. Richards asked if he was speaking on Crystal Lakes.

Mr. Esch replied yes.

Mr. Richards then stated that basically he has no additional information from what he had the first time he came.

Mr. Esch stated that wasn't true.

Mr. Richards asked what he had different?

Mr. Esch stated the last time he was here he did not have that information.

Mr. Richards said he thought he heard the same thing, then asked what he had planned moving forward to resolve the issues because as he understands that was the reason he was hired on an emergency basis. He then asked what his plan was moving forward.

Mr. Esch said, first off, the information where he was gathering comes from them. He tries to get information to provide a path on moving forward. At this point, he does not have a complete picture on which way to go. He wants to find out how much the city has paid and what's still outstanding and confirm the obligations that the city still maintains those things are still in process. He added that this is information is a failing of the city over many years. He's trying to help get information so that they can correct the problems; of the city. He will not be correcting those pieces of information. He will be providing information.

Mr. Richards asked if he had an estimated date of completion.

Mr. Esch stated he was working as quickly as he could.

Mr. Richardson stated he (Mr. Esch) was new to this position and didn't have certain amount of information. The time he sat on this board things were done with computers. He then asked were is the hard drive for that information that's in question? They need to be asking those people sitting in those seats regardless who it is. Where is the hard drive and if you gave the computers away no one does that without cleaning out the hard drive, and how the city pays their bills has got to be documented everybody knows that. There's got to be a paper trail where the money is.

Mr. Richards stated what he would expect him to do, go to the developer, go check with the comptroller, the county and whoever that is and try to get the issue resolved. Because the people that are here ... that were here at the city are no longer here; lots of administrative changes; but there's a way to resolve it. Or you can come back and tell them that you've done all these things and there's no way to resolve it. Then he asked if he had checked with the developer yet.

Mr. Esch replied, no sir ... he started with the information from the city.

Mr. Richards asked if he had contacted the comptroller, anyone in Hempstead, anyone in Waller County

Mr. Esch replied. Yes.

Mr. Richards replied if not, he needed to go check with the developer and find out if the problem can be resolved or if they'll be a fee or a fine. Something that they the city of Brookshire can do to get this resolved.

Mr. Esch stated what he was looking for right now, is to make sure the process was done correctly. There are things from the public hearings that he wants to make sure the process was done correctly because there have been so many errors on the city's part over this time frame he doesn't even know if they even created the TIRZ properly. He's still trying to validate whether or not they've done what they were supposed to have done.

They also had a development agreement where they've created certain obligations. Respect to Empire West which is the other section of this. He's reached out to the CAD, and as they know the CAD has refused to forward the agreement that was entered into with Ferguson to the state. He added the first thing it did was try to meet with the chief appraiser, they were unable to meet due to some family health issues. Basically, what

they were looking at the CAD stated this was not an agreement and the city says they've done it correctly and have followed the process. He then reached out to the state comptroller and stated he didn't want to blame anyone, he just wanted to find out is either 'fish are found'. Either we've done what we're supposed to do and we provide an agreement that should be forward to the state by the CAD. If there's things that we've done we supposed to do and the CAD is not forwarding it.... The resolution that was issued is in the comptroller's office right now and they're working through the documents that he provided them to say 'fish are found'. So, he anticipates by the next time they have a meeting that they'll have a resolution of that issue because he's put it in front of the people.

Mr. Richards stated that this should have been pretty much simple issue to resolve because the comptroller does not like...

Mr. Esch corrected him and said not the comptroller; but the chief appraiser.

Mr. Richards continued and said he would expect that he would go get with those particular people and work it out, find out what they didn't like. See if they can get it corrected now and see if there's any penalties, then come back to them to resolve ...

Mr. Esch stated that there was an email chain that was started. Then back in February 2023 the city had several meetings with the chief appraiser. A list of things went back and forth and one said was saying they believed they had done it correctly, and the chief appraiser disagreed. He reached out to the chief appraiser as they had asked him to and said, listen I would like to find what the issues are and let's find a way to do it. The chief appraiser stated that he was not available. Rather than wait because they've indicated they want to get this resolved. He took the step of going to the state and said there was no reason to argue about this. They're both saying they've done what they've supposed have done, so let's go to the state to find out what it is. So, he took the steps to do that.

Mr. Green stated that his question might be for Erica, (City Secretary). He then asked had anyone reached out to Mr. Chambers. Jennifer Ward (City Administrator) answered and stated he didn't have information on this.

Mr. Richards, asked if there were any other outstanding issues, any 380 problems? Are these the only two outstanding issues?

Mrs. Ward stated she was not going to have the answer to that.

Miss. Begle asked if they had any that they knew of right now.

Mr. Richards stated that someone had mentioned the Rice Dryer agreement, and asked Miss. Begle if she could find out.

Agenda Item #10 Discussion of 2024-2024 budget & anticipated projects.

Mr. Richards stated that the budge was coming up and then asked Erica and Jennifer if they would be going to work with EDC for the 2024 2025 budget. He understood the EDC did their own budget in the past and submitted it to the city, then asked if he was correct, is that going to be the same process then asked when the first deadline was.

Mrs. Ward stated they would be having their first budget workshop on Monday. That's why she had asked Vickie to put it on there.

Mr. Richards said he had a question concerning the budget he had asked for item number eight to be on there and it was removed. That was for the EDC outstanding funds that should be reimbursed to the city.

Mrs. Ward stated that they were previously approved. Then she spoke on Vickie's salary.

Mr. Richards asked if the approval went through the proper procedures for EDC's expenditures.

Mrs. Ward said it was an administrative act.

Mr. Richardson asked what part would they have in deciding what items need to be put on that budget workshop agenda. He spoke on the need for a cell phone/I-Pad for mainly EDC business as some in this community like to play electronic games. He's not about that, he's here to do a job. He continued to say that's something they can talk about and discuss, put that as an item so as they begin to build a proposed budget that those can be included. It can be voted down but at least they can't say they didn't talk about it.

Miss. Begle stated they could just add a future agenda item to the end of every agenda, then they could add their items?

Mr. Richardson stated he couldn't answer that ... that comes from them to do this every day.

Miss. Begle asked was his question how to get something on the agenda?

Mr. Richardson replied for the budget workshop that's coming up for 2024 2025. Make sure those items are included whether they're approved or not let's talk about them anyway.

Mr. Richards stated he thought this item was added on there actually for discussion about the budget process of the city. The city is going to do the budget for the EDC or the EDC going to do their budget as they've traditionally did in the past. This was just a discussion item now we can table it and go back and have some workshops and talk about Planning moving forward for EDC.

TABLED

Agenda Item #11 Flock safety Cameras Project for Brookshire PD.

1. Public Hearing

Chief Hines addressed the board. He asked if they had received the e-mail that he had sent. He thought taking advantage of new technologies and having some familiarity with Flock cameral with other agencies it's a very affordable investigative took when it comes to taking advantage of technologies that are out there. He's approaching EDC to take a look at it to see if they would be interested or consider funding it for the police department. The quotes attached, he has Mike Knight here remoted and he has Johnathan from California as they could not attend the meeting. He's sure that whenever we talk about Flock Cameras and there are concerns because of the use of the license plate recognition technology that some people have problems with big brother watching, and there are privacy concerns. The gentlemen here can explain some of the technical aspects and privacy concerns. He spoke of some of the surrounding cities using them such as Fulshear, city of Katy, Waller is getting on board, and city of Hempstead. He explained how they would be strategically placed around the city. He then directed them to the interactive map, and stated that they can go to Google maps and click on where the camera is located and it will give them a street view of where those cameras will be positioned in the city. The cameras will capture imagers of a vehicle going by, focusing in on the vehicle and the license plate. It will also pickup other features such as sticker, color, pickup truck etc. He gave an example, back in May they had a significant evening in which they had a number of cars burglarized. Then an auto theft at the apartments, that was then dumped at the RV resort where they stole a Jeep. They were able to locate that vehicle in Katy. With the information that they had it narrowed the search area and Katy was able to recover it. He continued to give other examples. The officer that was

killed in the line of duty last week in Houston, Flock was instrumental in the investigation in narrowing where that vehicle was to find the suspect. He added that right now they have to rely on other agencies.

Miss. Begel, stated that they would eventually going to do a public hearing but she would like to go ahead and hear from Flock first so the people in the public can know what they're going to comment to them on and then they will discuss with Flock afterwards. The meeting was then turned over to Mr. Knight and his colleague Johathan. They both went over how the system worked. Going over items that was in the flyer that was in their packet.

Miss. Begel stated it was time to open the Public Hearing.

Mr. Richards opened the Public Hearing.

6:54 p.m.

Mr. Barnes, stated that he knew a number of them had attended the TEDC Sales Tax seminar. He stated he knew there was not a person in the room that did not want crime reduction. This is a Type B Economic Development Corporation. Two of you were members of the board when I gave the workshop. The Type B Corporation is not an extension of the general fund. There are specific items that can be undertaken. In August of 23 the law firm told you that you could buy football uniforms. He objected to that and you all at that time voted against it; because it didn't meet the guidelines. He would suggest that this is in the same category. This is a city's general fund action, not an EDC action. Look at the regulations under the EDC. Ever in any of the sales tax seminars did they say we should be an extension of the general fund? Or that an EDC should be engaged in buying police department equipment? He stated he was surprised this even made its way to the agenda. He then voiced his opinion that the public hearing should have been before the presentation.

Miss. Begle / Mr. Richards closed the Public Hearing

6:57 p.m.

2. Action regarding the PD Flock Safety Camera project.

Mr. Richards stated he had a few questions. He wanted to know how long does the software for this program last and what version will they be using.

Mr. Knight and his colleague Johathan replied, it would last the entire length of the contract which is typically like two years.

Mr. Richards asked how much fixed equipment is required as they had mentioned cameras; but what are there any hard drives, dispatch console areas equipment whether fixing equipment is required?

Mr. Knight stated no other equipment was required, just a connection to the internet.

Mr. Richards asked about the extended service plan for the cameras and were the cameras going to be city owned or is this all going to be your equipment is owned by your company?

Mr. Knight stated that all the equipment would be sold to the city with an extended service plan. They would be responsible for the maintenance and upkeep of all the equipment.

Mr. Richards asked, after the two years expire do they get to renegotiate or do they extend the service plan with the same equipment or do they upgrade the equipment?

Mr. Knight stated at the end of two years they would reconfirm with them if they would like to renew existing contract.

Mr. Green stated he thought he heard someone mention something about a third-party information.

Johathan stated he wanted to emphasize that the data is stored by them (Brookshire); the data is also stored in AWS government cloud so, it's end to end in crypted. The AWS government cloud which is like the same security level as like what the FBI uses to store records.

Mr. Richardson asked if there had been any legal issues related to the use of this software?

Johathan asked if he could expand upon that as he was not sure he's understanding.

Mr. Richardson stated that when he first started to present it, the first thing he wrote down was are there any legal issues, is it affordable then if all those things are in place, then it goes back to the user. So, his question is has there been any legal issues using Flock in any area that they have provided this service?

Johathan stated that they abide by state law. They have in the past have had some permitting issues whereas maybe a jurisdiction or they weren't aware that they couldn't install a camera somewhere like in a certain public right of way. They try to do their due diligence to make sure that they are not only abiding by local regulations but also state regulations according to the transportation. But absolutely this is consistent with state law who decides where the cameras go.

Mr. Green asked who decides where the cameras go?

Mr. Knight stated that he had been coordinating with Chief Hines to find the best areas, taking consideration of the major entry points into the city as well as any trouble areas.

Mr. Richardson stated that he thought Mr. Green had a very good question; because they are a minority majority district and red flags goes up for those people immediately and think they're being targeted. He believes it's a good thing but he doesn't know whether it's a good thing that they need to move on it tonight.

Mr. Richards asked the chief how many police officers was he budgeted for.

Chief Hine stated there were 22 positions.

Mr. Richards then asked how many were vacant.

Mrs. Ward replied 4.

Mr. Richards then asked if they currently had a officer sign on retention bonus in place.

Chief Hines stated they did not.

Mr. Richards asked Ms. Ward how much had she reviewed this proposal, was she aware of the cost and was it budgeted for physical year 2024 – 2025 that starts in October.

Mrs. Ward replied that 23-24 ends in September the new budget starts in October for 25.

Mr. Richards stated this project is not budgeted in FY 24. Then asked if there any other questions.

Mr. Green stated that he'd never seen anything presented to EDC or city council like this in this manner. Usually there's a presentation done with the company and there's time for council to sit back and discuss to get a better understanding of it. This was all done in a public hearing and then action to approve or discuss.

Chief Hines then stated he thought that'd be a good way to help the city. There are other things that they're going to be asking for. As far as new projects and even some more long-term projects for the police department directly. This is modern and new technology and it's a good investigative tool, he thought this would be an avenue to bring. He's not asking for anybody to make a decision on it tonight, like he and Mike

have discussed it. He to is also learning about EDC. This is his first meeting; he's not asking for them to make a decision tonight because again like he and Mike talked about it he just wants to know if it's something that they want to think about and consider. Then they will certainly have them travel down here with their group and we can sit down and talk about it.

Mr. Richards asked Miss Begle had she confirmed that it is a project that could be done by EDC.

Miss Begle stated that would be their executive decision. The 50518 and the local government code authorizes a Type B corporation with less than 20,000 people, to take a project that includes land, buildings, equipment, facilities, expenditures, infrastructure and improvements. She then read from the By-Laws that stated the corporation's board of directors to promote new or expanded business development. She then added that if this board thought that this project would promote new or expanded business development, they would make that finding and then they would authorize this project. Then it would go to the council, read by resolution twice, then they would have to approve it. She thinks there is a 60-day waiting period from the first notice given. It's definitely not something they would swipe the credit card tonight.

Mr. Richardson stated for Chief Hines not to be deterred bringing things to them because they say no. Lets find another way to fund it because he believes in and was a hardhead about it when he was sitting on the school board. When they make an educated decision, first and not monetary decision ... they're talking about safety for our community. Lets find out a way to do it legally. He does not have a problem with him bringing projects that may get kicked down.

Mr. Knight stated that this project he believed was previously approved by this corporation. They've been working with Hempstead EDC and they decided to move ahead with the beginning stages. They are in the primary approval stage waiting on the 60-day waiting period and then going to the city council. They did approve of the project initially trough their Type B project specifically as it pertains to quality-of-life improvements as well as Public Safety.

Mr. Richards stated that they are getting to the end of budgeting, process, so this is something that they can consider doing. He would also like to suggest to Chief Hines that he could do some benchmarking with some of the other agencies to see if it's working. Then he spoke of an ineffective system that Houston had at one time.

Agenda item #12 Discuss and possible action regarding the Strategic Plan.

Mr. Richardson confirmed with the City Administrator that the EDC would do the budget and Strategic Plan.

Agenda Item #13 Discuss and possible action regarding drainage services.

Mr. Richards stated that he went out in the morning after Beryl had passed and took pictures from around the city of the flooded areas, basically almost the entire city. Pictures that he took were shown on the screen. He stated that Brookshire has a drainage problem that's been going on for quite some time. The next day most of the water had drained. It's draining very slow and the reason is because of the ditches and the culverts are all clogged up. He spoke with some of the residents and they tell him this has been an ongoing problem for a long time. He thinks this should be the utmost priority right now to take care of the community. He would like to see them moving forward the 2025 budget and the strategic plan because this is a part of a project.

He then asked Miss Begel if the EDC could do drainage where there's a business on the street or they can do drainage regardless if there's a business.

Miss Begel stated that it's going to be kind of the same standard she was just saying.

Mr. Richards said that he was certain that businesses would not want to come into the city when they see this type of flooding in the area. This would definitely improve and make the city more attractive. He researched and he understands that San Felipe had a drainage problem like this. They utilized Grant Works to find grant money to go in and dig out all their ditches and correct all their culverts. Lots of people are blaming the Drainage District. He added that they need to clean up here first before they can point fingers anywhere else. He believes this need to be a number one priority moving forward.

Mr. Richardson stated that it has been an ongoing problem for the last 40 years. If they don't get the right people at the table, it's only going to get worse because they're developing two big subdivisions north and they're dumping the water intentionally on Brookshire. This had been an ongoing problem and we need to bring the right people to the table. You can't be afraid to speak up for what is right.

Mr. Green stated that he remembers three major floods that his mom's house flooded. He started watching to see where the water was coming from. Coming from up north even flows from 529 all the way to Brookshire. Water overflows out of the rice fields and Pattison. We even drain water from in front of the Royal High school. On 362 there's a little ditch and it goes right across that field and drains right into Stalknecht Rd. So, we're draining all that right towards Brookshire Garden. There are two ways to get water out of Brookshire, and that's Brookshire Creek or it detours West then it has to fight to go through the mobile home park. He has a video from some years ago. He added that it's hard to get anything done through TXDOT because some of those ditches belong to them. To get the water to flow effectively through the trailer park, they will have to work something out and he knows this could be an EDC project because it's going between the mobile home park and the rice dryer. There is a small ditch and he thinks two 24" culverts would have the water go back towards the creek. He continued to explain how the water flowed. He agreed with Mr. Richardson, that this has been an ongoing problem for years. The city purchased a Gradall years ago and started cleaning the ditches out but then you run into the issues of the culverts being clogged up. To clean those then you have to deal with driveways from the citizens. This is a huge project and it would definitely help if they had some grant money to help. He remembers when they hired Mr. King from Wallace. He dug ditches in Brookshire Gardens and as he started working back towards the west, he told them that the project was bigger than what he could actually do and it would cost a lot more. So, he just stopped and pointed out the key areas where we needed to target. We needed to work from the outside and then work our way to the inside. He explained how when you go into the communities and start cleaning, you create pools. You have to know where the elevation is because you can actually deter the water to go the opposite direction. Just do what we've done in the past just to make the citizens feel like you're doing something; but you're actually making the problem worse. He knows that they're definitely open for any suggestions.

Mr. Roberts stated he had a suggestion, and stated that when he said that it's EDC project, he did not say it wasn't the city. He didn't know if he had asked to have it put on the city council agenda or not; but it needs to be on there.

He wanted to ask Mrs. Ward if there was an update on the 1.3 million grant that was awarded as he understood that was for drainage. He would like to see an update each

month with the city council on that project. He believes that project is for four streets for the ditches to be dug out and the culverts to be redone. He stated that they have to start somewhere if they don't it's only going to get worse and peoples houses are going to eventually start to flood and get damaged. He then asked if they had a city engineer. Miss Begle stated is name was Craig Kalkomey and he's with LJA. She continued to speak about drainage along a main corridor where future businesses might come. Mr. Richards concluded that they would talk about this in the workshop, they would get an update on the \$1.3 million grant and they would talk about EDC projects for flooding as priority and during the budgeting process they're going to see what the city can do to help to move this forward and get this done.

Agenda Item #14 Executive Session

N/A

Agenda Item # 15 Report and Action following Executive Session.

N/A

Agenda item #16 Adjournment

Motion was made to adjourn.

Director, Robert Richards / Director, Steve Guy

All For

Motion Carried

It is possible that a quorum of the Brookshire City Council may be present at the meeting and participate in the discussion of the items on the agenda. No official action of the Brookshire City Council will be taken at this meeting.

B.E.D.C. Director

B.E.D.C. Director

Prepared by Vickie Casto

Minutes of the Brookshire Economic Development Corporation Meeting

July 22, 2024

The Brookshire Economic Development Corporation held a Special Meeting on Monday, July 22, 2024 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

Agenda Item #1: Call to order

Vice-President, Kathy Guy called meeting to order at 5:30 p.m.

Agenda Item #2: Prayer

Director, Eric Green

Agenda Item #3: Pledge to the U.S. Flag

Everyone

Agenda Item #4: Roll Call

Present:

Vice-President, Kathy Guy

Director, Eric Green

Director, Quotatious Dunn

Director, Robert Richards

Director, Steve Guy

Also Present:

Attorney, Bridgette Begle

BEDC Administrator Assistant, Vickie Casto

Agenda Item #5 Public comments

Nathaniel Richardson addressed the board. He stated that it had been humiliating for him the past couple of days. This city council had chosen him to be on this board then he receives a call saying he is no longer on the EDC board. Did they even take this to their legal counsel before you took it to the board? They are in violations of their own By-Laws. Your By-Laws can supersede what the state has. He sat on this counsel for 5 ½ years, living on Wilpitz Rd approximately 3 miles from this very body, and you're telling him X number of years later that he can't serve? He told them to be careful, if they are going to lead, they need to know their rules before you apply their rules to others. His biggest concern is that, he's going to be a man that stands for right. He stated the way all this was handled, it was despicable, hurtful mean and nasty. He knows there are educated people setting around here some in here or city council, the mayor ... it was either right or wrong. He thanked them for letting him vent and getting it off his shoulders. He added that he was not upset with anyone; but their going to know one thing about Nathaniel Richardson, you will treat him right or you will find yourself in court. He will not set by and let you think you can do anything to him, embarrass him before his peers running him in a circle like a clown. That he will never forgive, and he's not a vindictive person and there are people in the room that can tell them that.

Agenda Item #6 Discuss and consideration to elect the officer positions of president, Vice-president and Secretary/Treasurer of the BEDC.

Mrs. Guy, nominated Steve Guy as president.

Mr. Richards asked for a discussion.

Miss Begle, stated to read the item.

Mrs. Guy then read the agenda line item.

Mr. Richards stated that he wanted it to be known that he has an issue with the nomination. He stated it was not about the individuals, its about the positions. They have a husband, a wife and an employee. Although it's perfectly legal; but morally it's wrong; because if the employee, employer becomes president it's an unfair disadvantage to the employee that there may possibly ... the employee would be at a disadvantage to go along with employer. The spouse would absolutely would be at a disadvantage, to go along with the other spouse. He added there were other people that were qualified that could serve on this board. They need to make sure they have the integrity; they don't need a cloud over them. It has nothing to do with them personally ... it's his opinion and his assessment of the situation. He thinks they need to postpone this nomination; they are two members short; they have nominees in the audience that's willing to set on the board. He also believes the By-Laws supersedes the state laws and if they can change those By-Laws to put them back to what the state requires, and then they nominate.

Mrs. Guy stated she agreed with part of it.... this could be revisited; but right now, put up the most qualified person and she's not part of that, and wanted to make it clear. She also informed them that she worked for another company, and don't work with them.

Mr. Richards stated that the EDC board was allowed to operate for almost two years with four members with seven places.

Mrs. Guy corrected him by saying they had two, unfortunately due to the By-Laws, Susette Baines they had to ask her to resign due to her living outside of the city limits. That's what caused them to have a quorum.

Mr. Richards stated ... so she was also allowed to be on the board outside the city limits?

Mrs. Guy stated that she was in the city limits when she started; but then she moved outside. Unfortunately, they didn't have an application process, she had no idea Mr. Richardson wasn't in the city limits.

Mr. Richards stated that he didn't see the urgency to nominate tonight. They operated for almost two years with four or five members. There were three to four months of missed meetings. With everything with the budget, and you as vice-president if your nominated again, all those back behind the scenes will continue as they are.

Mr. Guy stated she disagreed; but she would like everyone else's opinion.

Mr. Green stated that he's unhappy that Mr. Richardson is unable to serve on this board. He made the nomination to be on the board, and the previous time and he was able to serve. He thinks he has a lot of in put for the community, he served well the previous years that he served. He's not happy with it.

Ms. Guy stated that she thought it would be safe to put it on the agenda to expand the limits, because they seem to have a hard time getting qualified people on this board, to go with the 10 miles. That would include that way, and they could bring him back on. On the next agenda, put change the by-laws.

Miss. Dunn asked, at this point if they don't nominate anyone, are they holding up any projects? Who will be acting in all these positions.

Miss Begle stated that they were just appointing officers right now. If they don't do anything tonight it stays as it is. Kathy Guy would remain as Vice-President and none of

the offices are filed. She will let Vickie or Jennifer answer on the project as she does not know.

Miss Dunn asked if Kathy stays as Vice-President, will that delay any projects?

Mrs. Guy stated she is still in a temporary position. She's heard people's voices; people are not happy with the husband and wife and she's sensitive to that. They could very well choose Wednesday to remove her. She does not want to leave this board in a lurch, this is why she wanted to nominate tonight.

Mr. Richards stated if there's no president or vice-president, the operations of this EDC falls under the city's administration.

Miss Begle stated any decisions that's made will still be brought to them. It's more about Jennifer, Erica and the mayor have a representative from the EDC as a designated person that they've chosen. Whether it be for communications to run questions by you about when the board can get together, or the board see a developer or whatever it might be ... that's the main goal for that position.

Mr. Richards asked if they could go under the consumption that Mrs. Guy can be nominated to make this decision?

Miss Begle replied that it was up to them as to what they wanted to do tonight.

Mrs. Guy stated she would gladly nominate a vice-president that's already ...

Mr. Guy interrupted by saying the only reason he was there was to bring businesses to this city. He has no concerns, desires to ever be in politics. He absolutely despises it. Nothing in him is here for that reason. He has so many contacts in this city; but he does not want to get in the way because of he and Eric's work relationship. He did not want to show up; because everything turned away to find out if everything was legal ref to the nepotism, since it's a volunteer position ... he came on. But he is not going to assist in screwing this place up anymore. It's not right, he doesn't care who gets upset, it's just not right. Eric does work with him and they are buddies, they work well together and they can bring so much business in this place. Take him out of the running; because he's not going to set there and let the people stare at him looking at him like he's trying to do some damage to this place. The only reason he was nominated to make sure they wouldn't have an indivial ever involved in this city again, Mike Barnes. He's got to know the other developer guy that's here.

Mr. Richards stated that Mrs. Guy has sat on the board for two years. There's a two-year term, of course it can be extended. Mr. Guy just got here, and he stressed this was not a personal thing. He thinks it would be and it's just his opinion that Mrs. Guy should not be nominated and he (Mr. Guy) stay on.

Miss Begle stated for them to ask their staff what they need from you. Do they need a point of contact so you can decide on a president tonight. Even if its just an interim until they get positions filled.

Discussion continued.

Mrs. Ward said her response maybe one they do not want to hear; but they have developers that are watching their meetings. The questions is, what's going on?

Mrs. Guy stated she knew the community and they want to come together and do what's correct. She expects she will be leaving when city council meets because of the appearance and the sensitivity of a husband and wife. She purposely talked Steve to come in because she knows his qualifications and what he can bring to the city, their just volunteers not political people. They're just two people that live here and wanted to do something for the community.

Mr. Richards stated that he knew they had developers watching and they're also watching two years ago when they were operating with four and five members and didn't have meetings for three and four months. It took them all this time doing wrong and we're rushing now to do wrong again. When they can take their time and do it right with integrity, that's all he's asking.

Mrs. Ward stated again that there are developers that watch the meetings, it would be nice for them to have a point of contact.

Mr. Richards stated they were the point of contact; but there is no President or Vice-President.

Mrs. Guy asked if they could name a point of contact that's not an officer until they get a full board?

Mrs. Begle stated they could unofficially do that. It's not on the agenda to act on that.

Motion was made to nominate Eric Green for the point of contact

Director, Robert Richards / Director, Steve Guy

Miss Begle asked what did that mean? Just the point of contact?

Discussion continued.

Mrs. Guy asked if they had to take a vote?

Miss Begle replied no, but asked if she was good with that.

Mrs. Guy replied that she was fine with that ... she can't go on as Vice-President so she'll replace herself in advance of Wednesday.

Motion was made to nominate Quotatious Dunn as Vice-President

Vice-President, Kathy Guy / Director, Robert Richards

Miss Begle asked for a discussion and asked Miss Dunn if she was okay with that with the motion and confirmed with Mr. Green, he would be the point of contact at this time. She then asked for a vote

All For
Motion Carried

Mr. Guy stated she would like to see Robert as Secretary/Treasurer as he's already designated to sign checks.

Motion was made to nominate Robert Richards as Secretary / Treasurer

Director, Katy Guy / Director Steve Guy

All For
Motion Carried

Agenda Item #7 Discuss and consideration to establish an application process for membership on the BEDC board.

Mrs. Guy directed everyone to their packets to view the application. She really wants to avoid what's happened to Mr. Richardson. She felt the same way exactly as he did when she came in tonight. She was hoping by at least notifying him that it wouldn't be as bad as it was when she walked in the last meeting. She then apologized to him.

Again, she directed them to the application in their packets, and went over it. She stated it can be done online. So, when someone does get nominated, they can make sure they are within the boundaries. When the application is filled out then the board can take a look at it and the best qualified people on the EDC board to help the businesses in the community. She wanted to see what they thought of this process.

Mr. Richards wanted to confirm that the application process is not required by the state. Mrs. Guy replied no, and added it's like the other cities do. This helps them if we don't know that person it will give you an idea on who you're bringing in. Everyone up here has to work together.

Mr. Richards stated he understood that; but he wanted to make sure that the application process doesn't put the common person in disadvantage for selection.

Mr. Guy replied no, she didn't think so. There's no education requirements, the only thing that she would like to consider is to do a criminal background check. She believes they had someone on the previous board that did something that was criminal and she's a little sensitive.

Mr. Richards stated that when you have a background check you have to have criteria.

Mrs. Guy stated she thinks they need to go through that and make sure ... this is just for discussion. Again, she spoke of the incident/issue with Mr. Richardson's location and the embarrassment that it caused him. She suggested again they needed to change the by-laws so it would include him.

Mr. Richards confirmed that they were just discussing and not approving the application

Mrs. Guy stated they could; but this is just to establish. Get someone on the website to give them a quote.

Mr. Green stated what he didn't want was the application process to not make it to ever board member.

Mrs. Guy stated ever board member will have it. Everyone in here should still have the opportunity to review each and every application.

Miss. Dunn wanted to know how she was going to confirm that? Are they going to send it to them or Vickie?

Mrs. Guy stated Erica would send it each application to each of them like any other communication.

Mr. Guy stated that second of all, take the focus off the person so much; but looking at the developers, the companies that are coming in ... they want to know who they are working with. He thinks it's very important that they know they have this in place because it makes them more comfortable with the city and so forth.

Miss Dunn stated she definitely thought that with the situation with Mr. Richardson it would have saved the embarrassment. As a board they waste another week or two to get to city council we could have someone in that place. They definitely need to put something in place.

Mrs. Guy wanted to know if they could at least get a quote to put online? She didn't know if it was in their technology budget.

Mrs. Ward replied no.

Mr. Richards stated they still needed the criteria for the criminal background check; but he doesn't know what the legal ratification were. So, they still need a criteria, 7 or 10 years back...

Mrs. Guy stated that was a good point. This was on here for just discussion, and she suggested they table it.

Mr. Guy asked Mrs. Guy when they did theirs wasn't it just 2 years back and she agreed. Mrs. Guy stated they would just table it for now then asked if they wanted the staff to come up with an agenda to present to them or how did they want that? Everything going by Quotatious going forward.

TABLED

Agenda Item #8 Discussion and consideration approval of contract with Esch Development Services.

Mrs. Guy said she received many concerns about having an hourly consultant.

Miss. Begle asked her to read the item.

Mrs. Guy stated that she had requested this to be on the agenda because people had brought to her attention that paying an hourly consultant fee could rack up fees and charges beyond what they would normally pay a consultant in a one-year contract. That being said, she wants them to consider that this contract be well written, to include it's a one-year term, a notification to terminate, or from the consultant's side for them to be able to tell them and give them (the board) proper notice that they're moving on so they can find a replacement. She believes because there are things that needs to be cleaned up, she's not sure if they want to go into their budget for an hourly rate. They have some things right now that needs to be taken care of.

Mr. Richards wanted to know if they knew Esch's price is reasonable. They have one company that they are considering; how do they know his price is not ...

Mrs. Guy stated that she was going to base it on the last consultant's price, and not to exceed that rate.

Mr. Richards asked why they were not entertaining other companies?

Mrs. Guy stated because he's already entrenched in doing the work he's already doing. That's why she's limiting it to only just one year, and gives them time to look for someone else.

Miss. Dunn wanted to know what they were paying him now.

Miss Begle stated he's on the city's side right now.

Mr. Richards then asked what the city was paying him.

Mrs. Ward replied 250. an hour.

Mr. Richards confirmed 250. an hour.

Mrs. Guy doesn't want it to exceed what they paid the last consultant.

Mr. Richards asked how long had they had Mr. Eash as their temporary employe.

Mrs. Ward stated he had been here since May.

Mr. Richards asked how many projects was he working on now?

Miss. Dunn said for EDC.

Mrs. Molina stated technically it's all for the city.

Discussion continued.

Mrs. Ward stated that there were seven projects.

Mr. Richards asked if they were going to entertain any other companies?

Mrs. Guy stated only because he's working on the EDC things from the past and to put someone into that and pickup the pieces would be delayed. She wants to put the past issues away and move forward.

Miss. Dunn wanted confirmation. Is he working on EDC projects or ...

Mrs. Ward stated economic development, the companies are either move, relocate the business in the city. He's also working on some issues involving Empire West and some that are already here. So, economic development happens weather you have a board seated or not. The economic development board is here to help foster projects that benefit from sales tax money that comes from economic development. She thinks that's were a little bit of the confusion comes from when you tend to blend economic development with what the board does ... it makes a little more confusion.

Mr. Green stated he was brought in before the election and he was already working on something. Then he was briefed on time sensitive issues that he's working on. When he spoke with the attorney, he went into details on how serious this issue is. The previous EDC coordinator couldn't fix it. He was brought in to try and fix it, he's already started working on it. If he's not mistaken and these two-time sensitive are not taken care of, which he thinks they are running out of time, it's going to cost the city a lot of money. They can go back and say, let's bring somebody else in? Not on his watch. He's not going to get blamed by someone just wanting to switch up all of a sudden. He doesn't know this person; he doesn't have a personal relationship with Mr. Esch. He thinks he deserves a fair chance to fix a problem that was created before they got elected. He didn't create this problem, maybe bad relationships with people or other entities. The other previous EDC coordinator, he believes he made an attempt to go down there and do it but was unsuccessful. He thinks they need to try and get this done because the amount of money that he was told is a lot, and it would really hurt the city.

Mr. Richards stated he agreed. With those two projects, as he understands Mr. Esch was hired as a temporary employee for those two projects. He would like to hold employee standards. When he talked to Mr. Esch when he came before EDC, he mentioned those two projects. He gaged his performance, and the last time he came before the EDC there was nothing, he couldn't see that any progress had been made on it. It's not personal, but he wanted to see progress on those two important projects and he didn't show him any. Unless he saw something wrong or heard something wrong ... let's move forward. That's what he was gauging, his performance to award him a contract with ... taking care of those two projects.

Mrs. Guy stated she thought it would be smart to give him more than 90 days. These projects are complex and the issues he's dealing with you have to wait to get a lot of information.

Mr. Guy stated that dealing with the government is on their time not your time. He's spoke with him in length about a couple of things he's working on legislative wise for them. Apparently, he has some things accomplished just last week. He believes he's on target. He's been talking with other developers and they like him, respect him and those are the guys that drive the business.

Mrs. Guy stated again that's why she's limiting it to a one-year term. It's not a quick process to bring in a consultant.

Mr. Richards stated if they could limit it to a one-year term with performance standards and if those standards are not met then the contract can be terminated.

Everyone agreed.

Miss Dunn stated that for what she's heard from Mr. Esch, whatever this project is not fixable...that's the way she understood...is that correct?

Mrs. Ward replied, no.

Miss Dunn asked then its just going to take more time?

Mrs. Ward said it's something you can call and just get it fixed. It's a very slow process. You're having to deal with the State Comptrollers office, and you just can't pick up the phone and call. There's a process you have to make sure you're with the right person. They have to dictate a lot of that back to legal. So, Justin has been trying to figure out the legal stuff that they have to ... but she wanted to clarify what Mr. Green is talking about is different from what Mr. Richards is talking about. What Mr. Richards is talking about is the issues they have with Empire West. The issue with Empire West is dictating the future locations sites for people not only coming to them to relocate here they are also going to the county. Because, some of those are potential abatement are not active right now because the reinvestment zone was not setup correctly.

Mr. Richards asked about Crystal Lakes.

Mrs. Ward stated that Crystal Lakes was residential, that's a whole other issue ... residential vs commercial. They also have a significances project that's under another code name that's ... she believes that's the one that Mr. Green is talking about, that can cost the city millions of dollars. It will extremely change in a positive way what Brookshire looks like now.

Miss. Dunn asked if they will have access to this in executive session.

Mrs. Ward nodded her head yes.

Motion was made to approve a contract with Esch Development Services with a one-year performance base with a termination clause.

Director, Kath Guy / Director, Quotatious Dunn

All For
Motion Carried

Agenda Item #9 Discuss 2024-2025 budget items including potential Type B Projects.

Miss Guy stated that she had a list to consider. She spoke with Jennifer on tax incentives etc.

Mrs. Ward then went over the printout that was in their packets. She stated that Vickie had gone back and gave them all the financials and they've had to go back and put them all into Fund View. This way they can run financials. She then continued to explain the printouts that she had given them.

Mr. Richards asked what finical system were they runny.

Mr. Ward replied Fund View.

Mr. Richards questioned that the current year to dates are not populated.

Mrs. Ward replied no, because they've just took over the EDC's funds June 1st. They are having to enter all that. They have Vickie's stuff from Wells Fargo that Gunderson was using ... since she's been here, they have never overseen those financials. That's why they brought the financial policy to them two months ago, to say their comptroller can have oversite of that and see what that is like. They are not going back and manually input two years' worth of stuff ...

Mr. Richards replied, they don't know what their performance was last year, because they don't have any of those expenses. So, she just has the current year's budget and that's what you're going to use moving forward?

She can pull what Vickie provided to this board for the last two...

Mr. Richards asked... Encode didn't roll over?

Mrs. Ward replied no, because EDC was using Gunderson, in Hempstead. So, it was never entered into Encode.

Mr. Richards asked if they were going to populate those line items.

Mrs. Ward stated she just said, that they were manually putting the last two years in.

Mr. Richards said at some point he would like to see a complete report. He asked if the pages in their packet were corrected pages from City of Brookshire EDC of outstanding payments?

Mrs. Ward wanted to know what needed to be corrected?

Mr. Richards stated there was \$655,000.

Mrs. Ward asked what needed to be corrected about it?

Mr. Richards again repeated there was \$655,00

Mrs. Ward replied yes, it was a city transfer and they talked about it. There is nothing that needs to be corrected. They are currently in the process of moving that money over.

Mr. Richards stated it was several months behind so, it needs to be corrected.

Mrs. Ward said correct, they were in the transition period an independent company ...

Gunderson and Wells Fargo switching over to a new system.

Mr. Richards stated he was just verifying that it is done...

Mrs. Ward stated it isn't completed; it should be by Friday.

Mrs. Guy stated items they wanted to add. Upgrade Vickie's computer printer, get her on a four-year replacement plan. Also, they've purchased the building across the street for EDC. She spoke of renovation and furniture needed to be added to the budget.

Mr. Richards confirmed that this was something that was decided by the previous administration.

Several replied yes.

Mrs. Guy stated it seemed like a good place to expand.

Mrs. Ward said that was done before they came. It did go to council; they did purchase the Dungan house and the tax office behind it. The tax office was purchased with the intent to move Vickie's office over there. She then explained how it would be setup.

Mr. Richards asked, if there would be one employee working over there alone.

Mrs. Guy stated there would be a meeting room for developers.

Mr. Richards again asked, just one full time employee in there. For safety reasons there is only one employee there. That's one concern, the other issues is what's going to happen with the area in the back and now your going to be separated from ministration over here.

Mr. Green stated that the area in the back use to be setup for city council to come in and have meetings. Then it was converted over to EDC. So, if you wanted to come up here and setup in the back and meet with a developer you would have some place to go. Right now, you don't have anywhere.

Mr. Richards asked Vickie's opinion.

Miss. Casto stated that she knows other towns, their EDC's have a separate office.

Miss. Dunn wanted to be clear. The building had been already purchased, and they were just talking about furniture.

Mr. Richards added and moving an employee over there.

Mrs. Molina stated there would be security in place.
Mrs. Guy continued stated recommended by Mr. Green they would like the three ring binders updated for them (the board).
Mrs. Dunn asked if there was a budget for that.
Mrs. Guy replied no. It was just an item that was being requested.
Mrs. Guy returned to adding to the budget line. Re-pavement on 10th street.
Mrs. Ward requested that item go into executive session.
Mr. Green wanted to talk about cell phones. It's something he thinks they need to look into. He spoke of public information request on their private phone if used for city business. He thinks it needs to go into the budget.
Mrs. Guy stated that the hesitation was they never received all the tablets back from the previous board.
Mr. Green stated the tablets were issued out because they started using Board Book. It was a soft wear that they used so they wouldn't have so much paperwork. Agendas and the packets were uploaded to the tablets.
Mr. Guy asked what would be best, tablet or phone?
Ms. Begle stated even on their regular phone it's still subject.
Mrs. Guy asked would this be for EDC or more for City Council?
Mr. Green replied both as he sets on both.
Discussion continued.
Mr. Green stated that EDC bought tables for the EDC and City Council.
Mrs. Guy stated maybe they could put a GoLocator on whatever device it is. Because they did lose those and people were still using them etc.
Discussion continued.
Mrs. Guy state they may to do more research on it.
Miss. Begle asked if they had budgeted for Esch.
Mrs. Ward replied yes.

Went into Executive Session
6:28 p.m.

Out of Executive Session
6:58 p.m.

No Action

Agenda item #10 Adjournment

Motion was made to adjourn.

7:00 p.m.

Director, Kathy Guy / Director, Steve Guy

All For

Motion Carried

It is possible that a quorum of the Brookshire City Council may be present at the meeting and participate in the discussion of the items on the agenda. No official action of the Brookshire City Council will be taken at this meeting.

B.E.D.C. Director

B.E.D.C. Director

Prepared by Vickie Casto

BROOKSHIRE
ECONOMIC DEVELOPMENT CORPORATION

Financials
May 2024

PREPARED BY

GUNDERSONS

Bookkeeping

Analyzed Business Checking Plus PF

Account number: 7006013848 ■ May 1, 2024 - May 31, 2024 ■ Page 1 of 2



BROOKSHIRE ECONOMIC DEVELOPMENT CORPORATION
PO BOX 759
BROOKSHIRE TX 77423-0759

Questions?

Call your Customer Service Officer or Client Services
1-800-AT WELLS (1-800-289-3557)
5:00 AM TO 6:00 PM Pacific Time Monday - Friday

Online: wellsfargo.com

Write: Wells Fargo Bank, N.A. (808)
P.O. Box 6995
Portland, OR 97228-6995

Account summary

Analyzed Business Checking Plus PF

<i>Account number</i>	<i>Beginning balance</i>	<i>Total credits</i>	<i>Total debits</i>	<i>Ending balance</i>
7006013848	\$899,626.38	\$585.15	-\$899,586.38	\$625.15

Interest summary

Annual percentage yield earned this period	1.09%
Interest earned during this period	\$585.15
Year to date interest and bonuses paid	\$3,870.84

Credits

Electronic deposits/bank credits

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
	05/31	585.15	Interest Payment
		\$585.15	Total electronic deposits/bank credits
		\$585.15	Total credits

Debits

Electronic debits/bank debits

<i>Effective date</i>	<i>Posted date</i>	<i>Amount</i>	<i>Transaction detail</i>
	05/23	896,762.18	WT Fed#07059 Newfirst National /Ftr/Bnf=Edc Checking Srf# 0003996143081758 Trn#240523070942 Rfb#
		\$896,762.18	Total electronic debits/bank debits



Checks paid

<i>Number</i>	<i>Amount</i>	<i>Date</i>	<i>Number</i>	<i>Amount</i>	<i>Date</i>
9255	2,400.00	05/13	9257	424.20	05/14
			\$2,824.20	Total checks paid	

* Gap in check sequence.

\$899,586.38 Total debits

Daily ledger balance summary

<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>	<i>Date</i>	<i>Balance</i>
04/30	899,626.38	05/14	896,802.18	05/31	625.15
05/13	897,226.38	05/23	40.00		
Average daily ledger balance		\$637,577.66			

Brookshire Economic Development Corporation

Statement of Financial Position

As of May 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash	-150.00
EDC - ICS - 99794081	871,983.77
NewFirst National 1758	25,000.00
Wells Fargo 3848	-21,403.74
Total Bank Accounts	\$875,430.03
Total Current Assets	\$875,430.03
TOTAL ASSETS	\$875,430.03
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	60.90
Total Accounts Payable	\$60.90
Total Current Liabilities	\$60.90
Total Liabilities	\$60.90
Equity	
Retained Earnings	640,827.45
Net Revenue	234,541.68
Total Equity	\$875,369.13
TOTAL LIABILITIES AND EQUITY	\$875,430.03

Brookshire Economic Development Corporation

Checks Cut During the Month

May 2024

DATE	NUM	VENDOR	AMOUNT
Wells Fargo 3848			
05/01/2024	9255	Lasker and Son Lawn Service	-2,400.00
05/01/2024	9256	City of Brookshire	-3,132.49
05/01/2024	9257	Gundersons CFO & Bookkeeping	-424.20
05/15/2024	9258	City of Brookshire	-3,132.49
05/15/2024	9260	T Mobile	-94.64
05/15/2024	9261	Myan Technologies	-5,520.00
Total for Wells Fargo 3848			\$-14,763.82
Not Specified			
05/15/2024	9259	Gundersons CFO & Bookkeeping	0.00
Total for Not Specified			\$0.00

Brookshire Economic Development Corporation

General Ledger May 2024

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Cash								
Beginning Balance								-150.00
Total for Cash								
EDC - ICS - 99794081								
05/23/2024	Transfer		No			NewFirst National 1758	871,525.27	871,525.27
05/31/2024	Deposit		No			364 Interest Earned	458.50	871,983.77
Total for EDC - ICS - 99794081								\$871,983.77
NewFirst National 1758								
05/23/2024	Transfer		No			Wells Fargo 3848	896,762.18	896,762.18
05/23/2024	Transfer		No			EDC - ICS - 99794081	-871,525.27	25,236.91
05/23/2024	Expenditure		No	Harland Clarke		4000-301 Office Supplies	-236.91	25,000.00
Total for NewFirst National 1758								\$25,000.00
Wells Fargo 3848								
Beginning Balance								889,477.11
05/01/2024	Bill Payment (Check)	9257	No	Gundersons CFO & Bookkeeping		Accounts Payable (A/P)	-424.20	889,052.91
05/01/2024	Bill Payment (Check)	9255	No	Lasker and Son Lawn Service		Accounts Payable (A/P)	-2,400.00	886,652.91
05/01/2024	Bill Payment (Check)	9256	No	City of Brookshire		Accounts Payable (A/P)	-3,132.49	883,520.42
05/15/2024	Bill Payment (Check)	9260	No	T Mobile		Accounts Payable (A/P)	-94.64	883,425.78
05/15/2024	Bill Payment (Check)	9258	No	City of Brookshire		Accounts Payable (A/P)	-3,132.49	880,293.29
05/15/2024	Bill Payment (Check)	9261	No	Myan Technologies		Accounts Payable (A/P)	-5,520.00	874,773.29
05/23/2024	Transfer		No			NewFirst National 1758	-896,762.18	-21,988.89
05/31/2024	Deposit	INTEREST	No		Interest Earned	364 Interest Earned	585.15	-21,403.74
Total for Wells Fargo 3848								\$ -910,880.85
Accounts Payable (A/P)								
Beginning Balance								5,562.94
05/01/2024	Bill	5475	No	Gundersons CFO & Bookkeeping		4000-203-1 Accounting	393.75	5,956.69
05/01/2024	Bill Payment (Check)	9256	No	City of Brookshire		Wells Fargo 3848	-3,132.49	2,824.20
05/01/2024	Bill Payment (Check)	9257	No	Gundersons CFO & Bookkeeping		Wells Fargo 3848	-424.20	2,400.00
05/01/2024	Bill Payment (Check)	9255	No	Lasker and Son Lawn Service		Wells Fargo 3848	-2,400.00	0.00
05/02/2024	Bill	2942	No	Myan Technologies		4000-203 Professional Services	5,520.00	5,520.00
05/02/2024	Bill	267037337	No	T Mobile		4000-508 Cellular Phone/Tablets	94.64	5,614.64
05/02/2024	Bill	5515	No	Gundersons CFO & Bookkeeping		4000-517 Administrative Services	30.45	5,645.09
05/05/2024	Bill	5.5.24	No	City of Brookshire		-Split-	3,132.49	8,777.58
05/15/2024	Bill Payment (Check)	9258	No	City of Brookshire		Wells Fargo 3848	-3,132.49	5,645.09
05/15/2024	Bill Payment (Check)	9260	No	T Mobile		Wells Fargo 3848	-94.64	5,550.45
05/15/2024	Bill Payment (Check)	9261	No	Myan Technologies		Wells Fargo 3848	-5,520.00	30.45
05/15/2024	Bill Payment (Check)	9259	No	Gundersons CFO & Bookkeeping		-Split-	0.00	30.45
05/15/2024	Bill	5549	No	Gundersons CFO & Bookkeeping		4000-517 Administrative Services	30.45	60.90
Total for Accounts Payable (A/P)								\$ -5,502.04
Retained Earnings								
Beginning Balance								640,827.45
Total for Retained Earnings								
306 Sales Tax - Funds FY 22-23 Not Received								
Beginning Balance								451,888.99
Total for 306 Sales Tax - Funds FY 22-23 Not Received								
364 Interest Earned								
Beginning Balance								6,224.15
05/31/2024	Deposit		No			EDC - ICS - 99794081	458.50	6,682.65
05/31/2024	Deposit	INTEREST	No			Wells Fargo 3848	585.15	7,267.80
Total for 364 Interest Earned								\$1,043.65
4000-100 Salaries								
Beginning Balance								33,543.75
05/05/2024	Bill	5.5.24	No	City of Brookshire	Gross wages - pay period ending 5.5.24	Accounts Payable (A/P)	2,575.00	36,118.75
Total for 4000-100 Salaries								\$2,575.00
4000-110 FICA								
Beginning Balance								2,079.72
05/05/2024	Bill	5.5.24	No	City of Brookshire	Fica - Pay Period Ending 5.5.24	Accounts Payable (A/P)	159.65	2,239.37
Total for 4000-110 FICA								\$159.65
4000-111 Medicare								
Beginning Balance								486.41

Brookshire Economic Development Corporation

General Ledger

May 2024

DATE	TRANSACTION TYPE	NUM	ADJ	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
05/05/2024	Bill	5.5.24	No	City of Brookshire	medicare - Pay Period Ending 5.5.24	Accounts Payable (A/P)	37.34	523.75
Total for 4000-111 Medicare							\$37.34	
4000-113 Retirement Contributions								
Beginning Balance								
05/05/2024	Bill	5.5.24	No	City of Brookshire	ER Retirement Contributions = 14%	Accounts Payable (A/P)	360.50	4,032.65
Total for 4000-113 Retirement Contributions							\$360.50	
4000-200 Attorney Fees								
Beginning Balance								
Total for 4000-200 Attorney Fees								835.00
4000-203 Professional Services								
Beginning Balance								
05/02/2024	Bill	2542	No	Myan Technologies	Q2 - 2024	Accounts Payable (A/P)	5,520.00	11,840.00
Total for 4000-203 Professional Services							\$5,520.00	
4000-203-1 Accounting								
Beginning Balance								
05/01/2024	Bill	5475	No	Gundersons CFO & Bookkeeping		Accounts Payable (A/P)	393.75	3,299.64
Total for 4000-203-1 Accounting							\$393.75	
4000-205 Webmaster/Website								
Beginning Balance								
Total for 4000-205 Webmaster/Website								148.09
4000-206 Information Technology Services								
Beginning Balance								
Total for 4000-206 Information Technology Services								405.00
4000-301 Office Supplies								
Beginning Balance								
05/23/2024	Expenditure		No	Harland Clarke	check order	NewFirst National 1758	236.91	2,087.35
Total for 4000-301 Office Supplies							\$236.91	
4000-312 Interest paid								
Beginning Balance								
Total for 4000-312 Interest paid								213.45
4000-505 Travel & Training								
Beginning Balance								
Total for 4000-505 Travel & Training								51.09
4000-507 Bank Charges								
Beginning Balance								
Total for 4000-507 Bank Charges								48.90
4000-507-2 Office expenses								
4000-507-1 Bank fees & service charges								
Beginning Balance								
Total for 4000-507-1 Bank fees & service charges								162.95
Total for 4000-507-2 Office expenses								
4000-508 Cellular Phone/Tablets								
Beginning Balance								
05/02/2024	Bill	267037337	No	T Mobile		Accounts Payable (A/P)	94.64	702.14
Total for 4000-508 Cellular Phone/Tablets							\$94.64	
4000-512 Advertising & Promotion								
Beginning Balance								
Total for 4000-512 Advertising & Promotion								16,612.13
4000-517 Administrative Services								
Beginning Balance								
05/02/2024	Bill	5515	No	Gundersons CFO & Bookkeeping	Shipping Reimbursement - 5-1-24	Accounts Payable (A/P)	30.45	443.15
05/15/2024	Bill	5549	No	Gundersons CFO & Bookkeeping	Shipping Reimbursement - 5-15-24	Accounts Payable (A/P)	30.45	473.60
Total for 4000-517 Administrative Services							\$60.90	
Not Specified								
05/15/2024	Bill Payment (Check)	9259	No	Gundersons CFO & Bookkeeping	Voided	Accounts Payable (A/P)	0.00	504.05
Total for Not Specified							\$0.00	
4000-614 Beautification								
Beginning Balance								
Total for 4000-614 Beautification								137,630.00
Meals								

Brookshire Economic Development Corporation

General Ledger

May 2024

DATE	TRANSACTION TYPE	NUM	ADJ NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
							555.00
Beginning Balance							
Total for Meals							

Brookshire Economic Development Corporation

Statement of Activity

May 2024

	TOTAL		% OF REVENUE
	MAY 2024	SEP 2023 - MAY 2024 (YTD)	
Revenue			
306 Sales Tax - Funds FY 22-23 Not Received		451,888.99	
364 Interest Earned	1,043.65	7,267.80	100.00 %
Total Revenue	\$1,043.65	\$459,156.79	100.00 %
GROSS PROFIT	\$1,043.65	\$459,156.79	100.00 %
Expenditures			
4000-100 Salaries	2,575.00	36,118.75	246.73 %
4000-110 FICA	159.65	2,239.37	15.30 %
4000-111 Medicare	37.34	523.75	3.58 %
4000-113 Retirement Contributions	360.50	4,393.15	34.54 %
4000-200 Attorney Fees		835.00	
4000-203 Professional Services	5,520.00	17,360.00	528.91 %
4000-203-1 Accounting	393.75	3,693.39	37.73 %
4000-205 Webmaster/Website		148.09	
4000-206 Information Technology Services		405.00	
4000-301 Office Supplies	236.91	2,324.26	22.70 %
4000-312 Interest paid		213.45	
4000-505 Travel & Training		51.09	
4000-507 Bank Charges		48.90	
4000-507-2 Office expenses			
4000-507-1 Bank fees & service charges		162.95	
Total 4000-507-2 Office expenses		162.95	
4000-508 Cellular Phone/Tablets	94.64	796.78	9.07 %
4000-512 Advertising & Promotion		16,612.13	
4000-517 Administrative Services	60.90	504.05	5.84 %
4000-614 Beautification		137,630.00	
Meals		555.00	
Total Expenditures	\$9,438.69	\$224,615.11	904.39 %
NET OPERATING REVENUE	\$-8,395.04	\$234,541.68	-804.39 %
NET REVENUE	\$-8,395.04	\$234,541.68	-804.39 %

	Sep 2023			% of Budget
	Actual	Budget	over Budget	
Revenue				
305 Sales Tax		83,333.30	-83,333.30	0.00%
306 Sales Tax - Funds FY 22-23 Not Received		0.00	0.00	
364 Interest Earned	563.94	541.63	22.31	104.12%
372 Undesignated Funds		17,916.63	-17,916.63	0.00%
Total Revenue	\$ 563.94	\$ 101,791.56	-\$ 101,227.62	0.55%
Gross Profit	\$ 563.94	\$ 101,791.56	-\$ 101,227.62	0.55%
Expenditures				
4000-100 Salaries	2,718.75	5,416.63	-2,697.88	50.19%
4000-110 FICA	168.56	335.87	-167.31	50.19%
4000-111 Medicare	39.42	78.62	-39.20	50.14%
4000-113 Retirement Contributions	262.90	541.63	-278.73	48.54%
4000-114 Health Insurance		841.63	-841.63	0.00%
4000-200 Attorney Fees	0.00	833.37	-833.37	0.00%
4000-202 Audit Fees		500.00	-500.00	0.00%
4000-203 Professional Services		3,750.00	-3,750.00	0.00%
4000-203-1 Accounting	393.75	441.63	-47.88	89.16%
4000-204 BEDC Coordinator		5,407.50	-5,407.50	0.00%
4000-205 Webmaster/Website	91.15	208.37	-117.22	43.74%
4000-206 Information Technology Services	135.00	208.37	-73.37	64.79%
4000-207 Engineer Services		0.00	0.00	
4000-301 Office Supplies	455.96	250.00	205.96	182.38%
4000-302 Forms & Statements		12.50	-12.50	0.00%
4000-311 Dues & Subscriptions		208.37	-208.37	0.00%
4000-312 Interest paid	107.26		107.26	
4000-400 Building & Maintenance		83.37	-83.37	0.00%
4000-401 Equipment Maintenance		83.37	-83.37	0.00%
4000-503 Legal Notices		0.00	0.00	
4000-505 Travel & Training		1,250.00	-1,250.00	0.00%
4000-507 Bank Charges	39.00	25.00	14.00	156.00%
4000-507-2 Office expenses			0.00	
4000-507-1 Bank fees & service charges	50.70		50.70	
Total 4000-507-2 Office expenses	\$ 50.70	\$ 0.00	\$ 50.70	
4000-508 Cellular Phone/Tablets	95.97	125.00	-29.03	76.78%
4000-509 Telephone		108.37	-108.37	0.00%
4000-510 Utility Expense		216.63	-216.63	0.00%
4000-511 Internet Expense		100.00	-100.00	0.00%
4000-512 Advertising & Promotion	1,489.75	2,166.63	-676.88	68.76%
4000-516 Office Space Rental		0.00	0.00	
4000-517 Administrative Services	57.50	62.50	-5.00	92.00%

4000-614 Beautifucation	109,450.00	33,333.37	76,116.63	328.35%
4000-615 City Parks Project		29,166.63	-29,166.63	0.00%
4000-616 County GIS		0.00	0.00	
4000-617 Facilities/Infrastructure Project		50,000.00	-50,000.00	0.00%
4000-621 Sound System		0.00	0.00	
4000-624 380 Tax Incentives		3,333.37	-3,333.37	0.00%
4000-625 Business Incentive		250.00	-250.00	0.00%
4000-703 Capital Outlay-Office Equipment		0.00	0.00	
4000-704 Capital Outlay-Computers		0.00	0.00	
Meals	555.00		555.00	
Total Expenditures	\$ 116,110.67	\$ 139,338.73	-\$ 23,228.06	83.33%
Net Operating Revenue	-\$ 115,546.73	-\$ 37,547.17	-\$ 77,999.56	307.74%
Net Revenue	-\$ 115,546.73	-\$ 37,547.17	-\$ 77,999.56	307.74%

Oct 2023				Nov 2023			
Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
	83,333.30	-83,333.30	0.00%		83,333.34	-83,333.34	0.00%
451,888.99	451,889.00	-0.01	100.00%		0.00	0.00	
667.22	541.67	125.55	123.18%	849.18	541.67	307.51	156.77%
	17,916.67	-17,916.67	0.00%		17,916.67	-17,916.67	0.00%
\$ 452,556.21	\$ 553,680.64	-\$ 101,124.43	81.74%	\$ 849.18	\$ 101,791.68	-\$ 100,942.50	0.83%
\$ 452,556.21	\$ 553,680.64	-\$ 101,124.43	81.74%	\$ 849.18	\$ 101,791.68	-\$ 100,942.50	0.83%
5,075.00	5,416.67	-341.67	93.69%	5,150.00	5,416.67	-266.67	95.08%
314.66	335.83	-21.17	93.70%	319.30	335.83	-16.53	95.08%
73.59	78.58	-4.99	93.65%	74.68	78.58	-3.90	95.04%
490.75	541.67	-50.92	90.60%	498.00	541.67	-43.67	91.94%
	841.67	-841.67	0.00%		841.67	-841.67	0.00%
517.50	833.33	-315.83	62.10%		833.33	-833.33	0.00%
	500.00	-500.00	0.00%		500.00	-500.00	0.00%
800.00	3,750.00	-2,950.00	21.33%	5,520.00	3,750.00	1,770.00	147.20%
393.75	441.67	-47.92	89.15%	393.75	441.67	-47.92	89.15%
	5,407.50	-5,407.50	0.00%		5,407.50	-5,407.50	0.00%
	208.33	-208.33	0.00%	35.94	208.33	-172.39	17.25%
135.00	208.33	-73.33	64.80%	135.00	208.33	-73.33	64.80%
	0.00	0.00			0.00	0.00	
28.75	250.00	-221.25	11.50%	850.84	250.00	600.84	340.34%
	12.50	-12.50	0.00%		12.50	-12.50	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
		0.00				0.00	
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	0.00	0.00			0.00	0.00	
	1,250.00	-1,250.00	0.00%		1,250.00	-1,250.00	0.00%
	25.00	-25.00	0.00%		25.00	-25.00	0.00%
		0.00				0.00	
10.35		10.35		13.40		13.40	
\$ 10.35	\$ 0.00	\$ 10.35		\$ 13.40	\$ 0.00	\$ 13.40	
96.32	125.00	-28.68	77.06%	36.65	125.00	-88.35	29.32%
	108.33	-108.33	0.00%		108.33	-108.33	0.00%
	216.67	-216.67	0.00%		216.67	-216.67	0.00%
	100.00	-100.00	0.00%		100.00	-100.00	0.00%
2,404.39	2,166.67	237.72	110.97%	10,987.77	2,166.67	8,821.10	507.13%
	0.00	0.00			0.00	0.00	
28.75	62.50	-33.75	46.00%	86.25	62.50	23.75	138.00%

10,900.00	33,333.33	-22,433.33	32.70%	2,400.00	33,333.33	-30,933.33	7.20%
	29,166.67	-29,166.67	0.00%		29,166.67	-29,166.67	0.00%
	0.00	0.00			0.00	0.00	
	50,000.00	-50,000.00	0.00%		50,000.00	-50,000.00	0.00%
	0.00	0.00			0.00	0.00	
	3,333.33	-3,333.33	0.00%		3,333.33	-3,333.33	0.00%
	250.00	-250.00	0.00%		250.00	-250.00	0.00%
	0.00	0.00			0.00	0.00	
	0.00	0.00			0.00	0.00	
		0.00				0.00	
\$ 21,268.81	\$ 139,338.57	-\$ 118,069.76	15.26%	\$ 26,501.58	\$ 139,338.57	-\$ 112,836.99	19.02%
\$ 431,287.40	\$ 414,342.07	\$ 16,945.33	104.09%	-\$ 25,652.40	-\$ 37,546.89	\$ 11,894.49	68.32%
\$ 431,287.40	\$ 414,342.07	\$ 16,945.33	104.09%	-\$ 25,652.40	-\$ 37,546.89	\$ 11,894.49	68.32%

Brookshire Economic Development Corp
Budget vs. Actuals: Budget_FY24_P&L - FY
September 2023 - May 2024

Dec 2023				Jan 2024			
Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
	83,333.34	-83,333.34	0.00%		83,333.34	-83,333.34	0.00%
	0.00	0.00			0.00	0.00	
858.12	541.67	316.45	158.42%	854.01	541.67	312.34	157.66%
	17,916.67	-17,916.67	0.00%		17,916.67	-17,916.67	0.00%
\$ 858.12	\$ 101,791.68	-\$ 100,933.56	0.84%	\$ 854.01	\$ 101,791.68	-\$ 100,937.67	0.84%
\$ 858.12	\$ 101,791.68	-\$ 100,933.56	0.84%	\$ 854.01	\$ 101,791.68	-\$ 100,937.67	0.84%
7,725.00	5,416.67	2,308.33	142.62%	5,150.00	5,416.67	-266.67	95.08%
478.95	335.83	143.12	142.62%	319.30	335.83	-16.53	95.08%
112.02	78.58	33.44	142.56%	74.68	78.58	-3.90	95.04%
978.50	541.67	436.83	180.65%	721.00	541.67	179.33	133.11%
	841.67	-841.67	0.00%		841.67	-841.67	0.00%
292.50	833.33	-540.83	35.10%		833.33	-833.33	0.00%
	500.00	-500.00	0.00%		500.00	-500.00	0.00%
	3,750.00	-3,750.00	0.00%		3,750.00	-3,750.00	0.00%
393.75	441.67	-47.92	89.15%	543.39	441.67	101.72	123.03%
	5,407.50	-5,407.50	0.00%		5,407.50	-5,407.50	0.00%
21.00	208.33	-187.33	10.08%		208.33	-208.33	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	0.00	0.00			0.00	0.00	
	250.00	-250.00	0.00%		250.00	-250.00	0.00%
	12.50	-12.50	0.00%		12.50	-12.50	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
106.19		106.19				0.00	
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	0.00	0.00			0.00	0.00	
51.09	1,250.00	-1,198.91	4.09%		1,250.00	-1,250.00	0.00%
	25.00	-25.00	0.00%	9.90	25.00	-15.10	39.60%
		0.00				0.00	
88.50		88.50				0.00	
\$ 88.50	\$ 0.00	\$ 88.50		\$ 0.00	\$ 0.00	\$ 0.00	
189.28	125.00	64.28	151.42%		125.00	-125.00	0.00%
	108.33	-108.33	0.00%		108.33	-108.33	0.00%
	216.67	-216.67	0.00%		216.67	-216.67	0.00%
	100.00	-100.00	0.00%		100.00	-100.00	0.00%
1,730.22	2,166.67	-436.45	79.86%		2,166.67	-2,166.67	0.00%
	0.00	0.00			0.00	0.00	
57.50	62.50	-5.00	92.00%	30.45	62.50	-32.05	48.72%

2,400.00	33,333.33	-30,933.33	7.20%	2,400.00	33,333.33	-30,933.33	7.20%
	29,166.67	-29,166.67	0.00%		29,166.67	-29,166.67	0.00%
	0.00	0.00			0.00	0.00	
	50,000.00	-50,000.00	0.00%		50,000.00	-50,000.00	0.00%
	0.00	0.00			0.00	0.00	
	3,333.33	-3,333.33	0.00%		3,333.33	-3,333.33	0.00%
	250.00	-250.00	0.00%		250.00	-250.00	0.00%
	0.00	0.00			0.00	0.00	
	0.00	0.00			0.00	0.00	
		0.00				0.00	
\$ 14,624.50	\$ 139,338.57	-\$ 124,714.07	10.50%	\$ 9,248.72	\$ 139,338.57	-\$ 130,089.85	6.64%
-\$ 13,766.38	-\$ 37,546.89	\$ 23,780.51	36.66%	-\$ 8,394.71	-\$ 37,546.89	\$ 29,152.18	22.36%
-\$ 13,766.38	-\$ 37,546.89	\$ 23,780.51	36.66%	-\$ 8,394.71	-\$ 37,546.89	\$ 29,152.18	22.36%

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Feb 2024				Mar 2024			
Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
	83,333.34	-83,333.34	0.00%		83,333.34	-83,333.34	0.00%
	0.00	0.00			0.00	0.00	
791.56	541.67	249.89	146.13%	834.92	541.67	293.25	154.14%
	17,916.67	-17,916.67	0.00%		17,916.67	-17,916.67	0.00%
\$ 791.56	\$ 101,791.68	-\$ 101,000.12	0.78%	\$ 834.92	\$ 101,791.68	-\$ 100,956.76	0.82%
\$ 791.56	\$ 101,791.68	-\$ 101,000.12	0.78%	\$ 834.92	\$ 101,791.68	-\$ 100,956.76	0.82%
	5,416.67	-5,416.67	0.00%	2,575.00	5,416.67	-2,841.67	47.54%
	335.83	-335.83	0.00%	159.65	335.83	-176.18	47.54%
	78.58	-78.58	0.00%	37.34	78.58	-41.24	47.52%
	541.67	-541.67	0.00%	360.50	541.67	-181.17	66.55%
	841.67	-841.67	0.00%		841.67	-841.67	0.00%
25.00	833.33	-808.33	3.00%		833.33	-833.33	0.00%
	500.00	-500.00	0.00%		500.00	-500.00	0.00%
5,520.00	3,750.00	1,770.00	147.20%		3,750.00	-3,750.00	0.00%
393.75	441.67	-47.92	89.15%	393.75	441.67	-47.92	89.15%
	5,407.50	-5,407.50	0.00%		5,407.50	-5,407.50	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	0.00	0.00			0.00	0.00	
189.99	250.00	-60.01	76.00%	429.59	250.00	179.59	171.84%
	12.50	-12.50	0.00%		12.50	-12.50	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	0.00	0.00			0.00	0.00	
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	0.00	0.00			0.00	0.00	
	1,250.00	-1,250.00	0.00%		1,250.00	-1,250.00	0.00%
	25.00	-25.00	0.00%		25.00	-25.00	0.00%
	0.00	0.00			0.00	0.00	
	0.00	0.00			0.00	0.00	
\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00	
189.28	125.00	64.28	151.42%		125.00	-125.00	0.00%
	108.33	-108.33	0.00%		108.33	-108.33	0.00%
	216.67	-216.67	0.00%		216.67	-216.67	0.00%
	100.00	-100.00	0.00%		100.00	-100.00	0.00%
	2,166.67	-2,166.67	0.00%		2,166.67	-2,166.67	0.00%
	0.00	0.00			0.00	0.00	
60.90	62.50	-1.60	97.44%	60.90	62.50	-1.60	97.44%

2,400.00	33,333.33	-30,933.33	7.20%	5,280.00	33,333.33	-28,053.33	15.84%
	29,166.67	-29,166.67	0.00%		29,166.67	-29,166.67	0.00%
	0.00	0.00			0.00	0.00	
	50,000.00	-50,000.00	0.00%		50,000.00	-50,000.00	0.00%
	0.00	0.00			0.00	0.00	
	3,333.33	-3,333.33	0.00%		3,333.33	-3,333.33	0.00%
	250.00	-250.00	0.00%		250.00	-250.00	0.00%
	0.00	0.00			0.00	0.00	
	0.00	0.00			0.00	0.00	
		0.00				0.00	
\$ 8,778.92	\$ 139,338.57	-\$ 130,559.65	6.30%	\$ 9,296.73	\$ 139,338.57	-\$ 130,041.84	6.67%
-\$ 7,987.36	-\$ 37,546.89	\$ 29,559.53	21.27%	-\$ 8,461.81	-\$ 37,546.89	\$ 29,085.08	22.54%
-\$ 7,987.36	-\$ 37,546.89	\$ 29,559.53	21.27%	-\$ 8,461.81	-\$ 37,546.89	\$ 29,085.08	22.54%

Apr 2024				May 2024			
Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
	83,333.34	-83,333.34	0.00%		83,333.34	-83,333.34	0.00%
	0.00	0.00			0.00	0.00	
805.20	541.67	263.53	148.65%	1,043.65	541.67	501.98	192.67%
	17,916.67	-17,916.67	0.00%		17,916.67	-17,916.67	0.00%
\$ 805.20	\$ 101,791.68	-\$ 100,986.48	0.79%	\$ 1,043.65	\$ 101,791.68	-\$ 100,748.03	1.03%
\$ 805.20	\$ 101,791.68	-\$ 100,986.48	0.79%	\$ 1,043.65	\$ 101,791.68	-\$ 100,748.03	1.03%
5,150.00	5,416.67	-266.67	95.08%	2,575.00	5,416.67	-2,841.67	47.54%
319.30	335.83	-16.53	95.08%	159.65	335.83	-176.18	47.54%
74.68	78.58	-3.90	95.04%	37.34	78.58	-41.24	47.52%
721.00	541.67	179.33	133.11%	360.50	541.67	-181.17	66.55%
	841.67	-841.67	0.00%		841.67	-841.67	0.00%
	833.33	-833.33	0.00%		833.33	-833.33	0.00%
	500.00	-500.00	0.00%		500.00	-500.00	0.00%
	3,750.00	-3,750.00	0.00%	5,520.00	3,750.00	1,770.00	147.20%
393.75	441.67	-47.92	89.15%	393.75	441.67	-47.92	89.15%
	5,407.50	-5,407.50	0.00%		5,407.50	-5,407.50	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	0.00	0.00			0.00	0.00	
132.22	250.00	-117.78	52.89%	236.91	250.00	-13.09	94.76%
	12.50	-12.50	0.00%		12.50	-12.50	0.00%
	208.33	-208.33	0.00%		208.33	-208.33	0.00%
	0.00	0.00			0.00	0.00	
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	83.33	-83.33	0.00%		83.33	-83.33	0.00%
	0.00	0.00			0.00	0.00	
	1,250.00	-1,250.00	0.00%		1,250.00	-1,250.00	0.00%
	25.00	-25.00	0.00%		25.00	-25.00	0.00%
	0.00	0.00			0.00	0.00	
	0.00	0.00			0.00	0.00	
\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00	
94.64	125.00	-30.36	75.71%	94.64	125.00	-30.36	75.71%
	108.33	-108.33	0.00%		108.33	-108.33	0.00%
	216.67	-216.67	0.00%		216.67	-216.67	0.00%
	100.00	-100.00	0.00%		100.00	-100.00	0.00%
	2,166.67	-2,166.67	0.00%		2,166.67	-2,166.67	0.00%
	0.00	0.00			0.00	0.00	
60.90	62.50	-1.60	97.44%	60.90	62.50	-1.60	97.44%

2,400.00	33,333.33	-30,933.33	7.20%		33,333.33	-33,333.33	0.00%
	29,166.67	-29,166.67	0.00%		29,166.67	-29,166.67	0.00%
	0.00	0.00			0.00	0.00	
	50,000.00	-50,000.00	0.00%		50,000.00	-50,000.00	0.00%
	0.00	0.00			0.00	0.00	
	3,333.33	-3,333.33	0.00%		3,333.33	-3,333.33	0.00%
	250.00	-250.00	0.00%		250.00	-250.00	0.00%
	0.00	0.00			0.00	0.00	
	0.00	0.00			0.00	0.00	
		0.00				0.00	
\$ 9,346.49	\$ 139,338.57	-\$ 129,992.08	6.71%	\$ 9,438.69	\$ 139,338.57	-\$ 129,899.88	6.77%
-\$ 8,541.29	-\$ 37,546.89	\$ 29,005.60	22.75%	-\$ 8,395.04	-\$ 37,546.89	\$ 29,151.85	22.36%
-\$ 8,541.29	-\$ 37,546.89	\$ 29,005.60	22.75%	-\$ 8,395.04	-\$ 37,546.89	\$ 29,151.85	22.36%

	Total			
Actual	Budget	over Budget	% of Budget	
0.00	749,999.98	-749,999.98	0.00%	
451,888.99	451,889.00	-0.01	100.00%	
7,267.80	4,874.99	2,392.81	149.08%	
0.00	161,249.99	-161,249.99	0.00%	
\$ 459,156.79	\$ 1,368,013.96	-\$ 908,857.17	33.56%	
\$ 459,156.79	\$ 1,368,013.96	-\$ 908,857.17	33.56%	
36,118.75	48,749.99	-12,631.24	74.09%	
2,239.37	3,022.51	-783.14	74.09%	
523.75	707.26	-183.51	74.05%	
4,393.15	4,874.99	-481.84	90.12%	
0.00	7,574.99	-7,574.99	0.00%	
835.00	7,500.01	-6,665.01	11.13%	
0.00	4,500.00	-4,500.00	0.00%	
17,360.00	33,750.00	-16,390.00	51.44%	
3,693.39	3,974.99	-281.60	92.92%	
0.00	48,667.50	-48,667.50	0.00%	
148.09	1,875.01	-1,726.92	7.90%	
405.00	1,875.01	-1,470.01	21.60%	
0.00	0.00	0.00		
2,324.26	2,250.00	74.26	103.30%	
0.00	112.50	-112.50	0.00%	
0.00	1,875.01	-1,875.01	0.00%	
213.45	0.00	213.45		
0.00	750.01	-750.01	0.00%	
0.00	750.01	-750.01	0.00%	
0.00	0.00	0.00		
51.09	11,250.00	-11,198.91	0.45%	
48.90	225.00	-176.10	21.73%	
0.00	0.00	0.00		
162.95	0.00	162.95		
\$ 162.95	\$ 0.00	\$ 162.95		
796.78	1,125.00	-328.22	70.82%	
0.00	975.01	-975.01	0.00%	
0.00	1,949.99	-1,949.99	0.00%	
0.00	900.00	-900.00	0.00%	
16,612.13	19,499.99	-2,887.86	85.19%	
0.00	0.00	0.00		
504.05	562.50	-58.45	89.61%	

137,630.00	300,000.01	-162,370.01	45.88%
0.00	262,499.99	-262,499.99	0.00%
0.00	0.00	0.00	
0.00	450,000.00	-450,000.00	0.00%
0.00	0.00	0.00	
0.00	30,000.01	-30,000.01	0.00%
0.00	2,250.00	-2,250.00	0.00%
0.00	0.00	0.00	
0.00	0.00	0.00	
555.00	0.00	555.00	
\$ 224,615.11	\$ 1,254,047.29	-\$ 1,029,432.18	17.91%
\$ 234,541.68	\$ 113,966.67	\$ 120,575.01	205.80%
\$ 234,541.68	\$ 113,966.67	\$ 120,575.01	205.80%

Brookshire Economic Development Corporation

PERSONAL/PROFESSIONAL SERVICES AGREEMENT

This Personal/Professional Services Agreement (Contract) is made between the Brookshire Economic Development Corporation ("BEDC"), and Joe Esch (Contractor). The BEDC and Contractor agree to the terms and conditions of this Contract, which consists of the following parts:

- | | |
|--------------------------------------|----------------------------------|
| I. Summary of Contract Terms | IV. Special Terms and Conditions |
| II. Signatures | V. Additional Contract Documents |
| III. Standard Contractual Provisions | |

I. Summary of Contract Terms.

Contractor: Joe Esch, CCIM

Description of Services/Scope of Work:

Joe Esch, Contractor, will provide general economic development services to the BEDC for the ultimate benefit of the City of Brookshire, Texas (the "City"). This includes making recommendations on economic development Projects that best serve the City, being the main point of contact for advancing and promoting economic growth throughout the City, and planning, implementing, and directing the City's economic development strategies.

Base Contract Price: \$250.00 per hour

Length of Contract: One (1) year subject to the termination provision below.

Additional Work in addition to Base Contract Price: **Any additions to the Scope of Work must be submitted in writing and approved by the BEDC via Addendum.**

Effective Date: _____

II. Signatures. By signing below, the parties agree to the terms of this Contract:

BROOKSHIRE ECONOMIC CORPORATION

CONTRACTOR:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest: BEDC Administrative Assistant

III. Standard Contractual Provision.

A. Definitions.

Contract means this Personal/Professional Services Agreement.

B. Services and Payment. Contractor will furnish services to the BEDC in accordance with the terms and conditions specified in this Contract. Contractor will bill the BEDC for the services provided at intervals of two (2) weeks. The BEDC shall pay Contractor for the services in accordance with the terms of this Contract, but all payments to be made by the BEDC to Contractor, including the time of payment and the payment of interest on overdue amounts, are subject to the applicable provisions of Chapter 2251 of the Government Code.

C. Termination Provisions.

(1) *BEDC Termination for Convenience.* The BEDC may terminate this Contract during its term at any time for the City's own convenience where the Contractor is not in default by giving written notice to Contractor. If the BEDC terminates this Contract under this paragraph, the BEDC will pay the Contractor for all services rendered in accordance with this Contract to the date of termination.

(2) *Termination for Default.* Either party to this Contract may terminate this Contract as provided in this paragraph if the other party fails to comply with its terms. The party alleging the default will give the other party notice of the default in writing citing the terms of the Contract that have been breached and what action the defaulting party must take to cure the default. If the party in default fails to cure the default as specified in the notice within 30 days, the party giving the notice of default may terminate this Contract by written notice to the other party, specifying the date of termination. Termination of the Contract under this paragraph does not affect the right of either party to seek remedies for breach of the Contract as allowed by law, including any damages or costs suffered by either party.

D. Liability and Indemnity. Each party to this Contract is responsible for defending against and liable for paying any claim, suit, or judgment for damages, loss, or costs arising from that party's negligent acts or omissions in the performance of this Contract in accordance with applicable law. This provision does not affect the right of either party to this contract who is sued by a third party of acts or omissions arising from this Contract to bring in the other party to this Contract as a third-party defendant as allowed by law.

E. Assignment. The Contractor shall not assign this Contract.

F. Law Governing and Venue. **This Contract is governed by the law of the State of Texas and a lawsuit may only be prosecuted on this Contract in a court of competent jurisdiction located in or having jurisdiction in Waller County, Texas.**

G. Entire Contract. This Contract represents the entire Contract between the BEDC and the Contractor and supersedes all prior negotiations, representations, or contracts, either written or oral. This Contract may be amended only by written instrument signed by both parties.

H. Independent Contractor. Contractor shall perform the work under this Contract as an independent contractor and not as an employee of the BEDC or the City. The BEDC has no right to supervise, direct, or control the Contractor or Contractor's officers or employees in the means, methods, or

details of the work to be performed by Contractor under this Contract. The BEDC and Contractor agree that the work performed under this Contract is not inherently dangerous, that Contractor will perform the work in accordance with the professional skill and care ordinarily provided by competent professionals practicing in the same or similar locality and under the same or similar circumstances and professional license and as expeditiously as is prudent considering the ordinary professional skill and care of a competent professional, and that Contractor will take proper care and precautions to insure the safety of Contractor's officers and employees, if any.

- I. Dispute Resolution Procedures. The Contractor and BEDC desire an expeditious means to resolve any disputes that may arise between them regarding this Contract. If either party disputes any matter relating to this Contract, the parties agree to try in good faith, before bringing any legal action, to settle the dispute by submitting the matter to mediation before a third party who will be selected by agreement of the parties. The parties will each pay one-half of the mediator's fees.
- J. Attorney's Fees. Should the BEDC bring suit against the Contractor for breach of contract or for any other cause relating to this Contract, the BEDC shall be entitled to seek an award of attorney's fees or other costs relating to the suit.
- K. Severability. If a court finds or rules that any part of this Contract is invalid or unlawful, the remainder of the Contract continues to be binding on the parties.
- L. Work Product. Any work product generated as a result of this Contract shall be the property of the BEDC or the City.

IV. *Special Terms or Conditions.*

- A. As required by Section 2252.908, Texas Government Code, if this Contract requires an action or vote by the City Council before the contract may be signed, or has a value of at least \$1 million, then the City may not enter into such Contract unless the Contractor submits a disclosure of interested parties to the City at the time the Contractor submits the signed Contract to the City. The Contractor agrees to submit such disclosure as required by Section 2252.908 of the Texas Government Code on the form 1295, prescribed by the Texas Ethics Commission, unless the Contractor is a publicly traded entity or a wholly owned subsidiary of same, in which case no disclosure is required. The Contractor agrees to access the Texas Ethics Commission website and complete the form 1295, receive a confirmation number and a PDF version of the completed form 1295, execute and notarize a hard copy version of the completed form 1295, and submit it, along with the confirmation number, to the City.
- B. The Contractor hereby certifies that it and its parent company, wholly- or majority-owned subsidiaries, and other affiliates comply with and agree to abide by the requirements of Chapter 2264, Texas Government Code (undocumented workers), Chapter 2270, Texas Government Code (boycott Israel), Section 2252.152, Texas Government Code (Iran, Sudan, and foreign terrorist organizations), and Chapter 2274, Texas Government Code, as applicable.

V. *Additional Contract Documents.* The following specified documents attached to this Contract are part of this Contract, except as follows: any provision contained in any of the Contractor's Additional Contract Documents specified below that conflicts with a Contract provision does not apply to this contract.

- A. Contractor's Additional Contract Documents:

B. BEDC's Additional Contract Documents:

END OF DOCUMENT

2023 - 2024 BEDC Budget

Approved Feb. 1, 2024

Chart of Accounts		Proposed
REVENUE		
305	Sales Tax	\$1,000,000
364	Interest Earned	\$6,500
372	Undesignated Funds	\$215,000
	Sales Tax Funds FY22-23 Not Received	\$451,889
		<u>\$1,673,389</u>
EXPENDITURES		
4000-100	Salaries	\$65,000
4000-110	FICA	\$4,030
4000-111	Medicare	\$943
4000-113	Retirement Contributions	\$6,500
4000-114	Health Insurance	\$10,100
4000-200	Attorney Fees	\$10,000
4000-202	Audit Fees	\$6,000
4000-203	Professional Services	\$45,000
4000-204	BEDC Coordinator	\$64,890
4000-205	Webmaster/Website	\$2,500
4000-206	Information Technology Services	\$2,500
4000-207	Engineer Services	\$0
4000-203-1	Accounting	\$5,300
4000-301	Office Supplies	\$3,000
4000-302	Forms & Statements	\$150
4000-311	Dues & Subscriptions	\$2,500
4000-400	Building & Maintenance	\$1,000
4000-401	Equipment Maintenance	\$1,000
4000-503	Legal Notices	\$0
4000-505	Travel & Training	\$15,000
4000-507	Bank Charges	\$300
4000-508	Cellular Phone/Tablets	\$1,500
4000-509	Telephone	\$1,300
4000-510	Utility Expense	\$2,600
4000-511	Internet Expense	\$1,200
4000-512	Advertising & Promotion	\$26,000
4000-516	Office Space Rental	\$0
4000-517	Administrative Services	\$750
4000-614	Beautification	\$400,000
4000-615	City Parks Project	\$350,000
4000-616	County GIS	\$0
4000-617	Facilities/Infrastructure Project	\$600,000
4000-621	Sound System	\$0
4000-624	380 Tax Incentives	\$40,000

Chart of Accounts		Proposed
4000-625	Business Incentive	\$3,000
4000-703	Capital Outlay-Office Equipment	\$0
4000-704	Capital Outlay-Computers	\$0
		<u>\$1,672,063</u>
	Revenue Over/-Under Expenditures	\$1,326