

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 WEDNESDAY JANUARY 8, 2025 at 5:30 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:

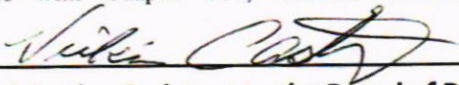
A G E N D A

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. **Consent Agenda**
 - a. Approval of BEDC Meeting Minutes for December 5, 2024.
 - b. December Financial Report. *(Stacey Gootee)*
7. **Discuss and possible action regarding repairs to Hovas Park ball field.** *(Robert Richards)*
8. **Discuss and possible action setting budget, date, time and location for 2025 Business mixer.** *(Quotatious Dunn)*
9. **Discuss updates on monthly reports.** *(Lyndon Stamps)*
10. **Discuss and possible action setting date for a strategic plan workshop.** *(Lyndon Stamps)*
11. **EDC Coordinators Report** *(Joe Esch)*
 - A. Update on Crystal Lakes
 - B. Update on Empire West
12. **Feature Agenda Items.**
13. **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.
14. **Discussion & Possible Action on Executive Session items if necessary.**
15. **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, January 2, 2025 at 1:55 p.m.



Administrative Assistant to the Board of Directors / Vickie Casto

Minutes of the Brookshire Economic Development Corporation Meeting
December 5, 2024

The Brookshire Economic Development Corporation held a Regular Meeting on Thursday, November 7, 2024 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

Agenda Item #1: Call to order

The meeting was called to order by President, Eric Green at 5:30 p.m.

Agenda Item #2: Prayer.

Director, Lyndon Stamps

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

Everyone

Agenda Item #4 Roll Call

Present:

President, Eric Green

Vice President, Quotatious Dunn

Secretary/Treasurer, Robert Richards

Director, Deniece Odie (*arrived 5:38 p.m.*)

Director, Lyndon Stamps

Director, Maria Ugartechea

Also Present:

BEDC Administrative Assistant, Vickie Casto

Attorney, Thomas Ramsey

EDC Coordinator, Joe Esch

Agenda Item #5 Public Comments.

N/A

Agenda Item #6 Consent Agenda:

a. Approval of BEDC board meeting minutes for November 7, 2024

Mr. Richards stated he would like to have discussion on the Financial Report, they could approve item A.

Motion was made to approve item A

President, Eric Green / Secretary, Treasurer, Roberts Richards

All For
Motin Carried

b. Financial Report (Stacey Gootee)

Mr. Green opened up for discussion on item B.

Mr. Richards stated he wanted to go over some of the line items. He then directed them to page 4, where it starts with the salaries. He wanted to note that the salary section for EDC, the payroll taxes, health insurance is missing. It's not updated for the month of October and November. He has spoke with their comptroller, Stacey Gootee and she's assured Him that will be updated.

He then moved to line #52030 professional services, The professional services are his understanding is engineering fees that he has questions about that she's going to clarify when she returns from a training class, of why we spent \$6,750.

He moved to line #52031, the BEDC Coordinator, that's the contract that they have with Mr. Joe Esch. Mrs. Gootee stated that the contract is being paid on the city side first and the EDC will have to reimburse that fee, that's why you see zero. They will see in the annual budget it has 70,000, that the agreement on the contract. So, two months of reimbursement will need to be done to this line item for October and November.

He then moved down to beautification #56140 at \$2,990.00 and had questioned this charge. Mrs. Gootee informed him that was the mulch that was placed on highway 90 around the crepe myrtle tree.

Then on the downtown improvements #56220 for \$9,590. Mrs. Gootee stated that was for Christmas light.

Ms. Dunn asked if this was something that the board approved and had they previously budgeted for this?

Mr. Richards replied no, this was not a budgeted item for EDC.

Ms. Dunn asked if this was talked about in the last meeting?

Several replied no.

Mr. Richards stated this would be something he would get with Mrs. Gootee when she returns' and find out what's going on with it; but to make note that this was not a budgeted item.

He moved to #43710 prior year unexpended funds. They will see a budgeted amount of \$600,000. He also has a question to Mrs. Gootee about this. These are dollars that are carried over from last year.

He asked if there were any other questions.

Ms. Dunn asked if she could get clarification on the Christmas lights. How was this suppose to be handled? Was it suppose to come before the board and now these items have already been paid.

Mr. Richards stated that typically that's the process. When they do the annual budget, they decide what items that will be budgeted for that physical year and go from there; but the Christmas lights is something they need clarification on.

Mr. Green stated that he will make sure he reaches out to Mrs. Gootee and Mrs. Molina to get some clarification on it.

Ms. Dunn asked the attorney if this was something they can do and he replied yes.

Motion was made to approve the financials with the understanding that they get clarification on the \$9,600 expenditures for the downtown improvements account for Christmas lights.

Secretary/Treasurer, Robert Richards / Director, Lyndon Stamps

All For
Motion Carried

Agenda Item #7 Discuss and possible action regarding receiving invoices with the Financial Report. (Deniece Odie)

Mrs. Odie stated that in her experience working with financials that she has always experienced having a backup for the statement, which is the invoice. She understands the line items and what their paying; but she would like to know what's on the invoice.

Mr. Green asked Ms. Casto if she was receiving the invoices

Ms. Casto explained the few she received, was sent to Ms. Gootee with the check request. Mr. Green stated that they had let Ms. Gootee know they had wanted the invoice's so that EDC can have copies. If money is being spent out of the EDC files they need records of it. They've done it in the past and for some reason it just stopped. He will reach out to Ms. Gootee to see why they're not receiving the invoice for the EDC side so the board members can have access to them.

No Action

Agenda Item #8 Discuss and possible action setting budget, date, time and location for 2025 Business Retention and expansion program. (Quotatious Dunn)

Ms. Dunn addressed the board and stated that when she came on board they were doing this and she thought it was a great way of networking with the local businesses. She directed the board to the examples that was in their packets. She added that the first one that they had when she first came on, a business sponsored the luncheon; but because they've not done this in a while. In her opinion if they can host the first one then moving forward allow the businesses to be sponsors.

Mr. Richards stated he thought it was a good idea and then wanted to know if they had decided on a date and he believed they had talked about having it here at the convention center. Several agreed.

Ms. Dunn stated she didn't know if this was something they wanted to do quarterly or ...

Mr. Green asked Ms. Casto in the past, how often did they have it like a Eve's Gardan.

Mr. Stamp stated it was normally around this time of year... between Thanksgiving and Christmas.

Ms. Casto explained how it started out; but it was once a year.

Ms. Dunn said in her opinion to have it more than once a year.

Mr. Green stated he would like to see it done then move once a year. He added that they were growing and this would give some of the business an opportunity to come in and meet some of the city officials. Sometimes the business wants to meet the police department. He does not think having it quarterly is unreasonable ... he added its going to take a lot of work. He then asked Ms. Dunn if she would like to spearhead it and she replied absolutely. He then added that they could set the date and if they don't get the responses, they may have to postpone it to the next quarter.

Mr. Richards asked about a cost estimate, they may be able to use downtown improvements account for this. They need to do a workup sheet, to see what date, where, are they going to provide giveaways, are they going to provide food ... just put a coast to it to see where they are. He then told Ms. Dunn he would be happy to help her with it.

Mr. Stamps added that if they are considering having it here at the convention center, then they will need to get with the ladies in city hall to see what dates will be available.

Mr. Green asked Ms. Dunn if she any idea when she wanted to have the first one.

Ms. Dunn said to give her and Ms. Casto some time, maybe in January maybe their next meeting they would have a little more information for them.

Mr. Stamps recommended March or April for the first one, get past the holidays.

No Action

Agenda Item #9 Discuss and possible action joining a local Chamber of Commerce.

Ms. Dunn stated this was something they had done in the past. She has run into several people that have been in some chambers. She believes this is a good way for them to network and show off their city as well.

Mr. Green stated he didn't know when the last time that the Chamber of Commerce had even met.

Ms. Dunn stated that she thought it had been over a year.

Mrs. Casto stated that the West I-10 Chamber is no longer meeting, that it had dissolved.

Mr. Roberts stated they needed to do some research.

Ms. Dunn directed them to their packets, where Ms. Casto had given them a few in the area.

Mr. Green asked Mr. Esch if he could get some information for them.

Mr. Esch spoke on the Katy Chamber and Fulshear chamber. He stated he could look at the both.

No Action

Agenda Item #10 EDC Coordinators Report (Joe Esch)

Mr. Esch addressed the board. He stated he would like to go into executive session on the two projects that he had spoken of before.

He stated that he and Ms. Casto had tried to start meeting regularly but both being out they are now back meeting weekly to make sure they are coordinating with different things going on in the community, and projects to make sure they are on the same page, that keeps the board informed because he knows she has close ties there.

He talked on their approach on the business retention program. What he would suggest is different but can be supplemental to their approach.

He spoke on getting a list and going out and meeting each business owner as part of an effort to do a business retention effort that captures information like when their leases expire, or looking to see if they want to expand, or having problems with their employee's.

He added that things that they are discussing from a business standpoint is often done is a celebration of a business, is to thank them for locating in your community. Sometimes the chambers can help facilitate that as well. He spoke on making a contract with a chamber.

He stated that they've had a couple of inquiries on properties. He and Ms. Casto met with a gentleman that came in wanting to do manufacturing; but he didn't have his project really set. He does see this from time to time.

Ace Hardway is still looking at property across from Orlando's, and a few more things that are kicking around in the area.

He has a tour next week with a gentleman that's reached out for some services, employment services in the area. He wants to talk about some businesses.

Mr. Richards gave him a card from a local business, HampCo and asked him if he could reach out to them. They are a startup company for different businesses. He went on to explain what they do for other businesses. They are also looking to expand here in town so, they might can offer them some type of assistance.

Mr. Esch stated that Fulshear as well as Sugar Land have these "plug ins". There is a series of this hidden around the area. It's good this one is not looking for funds because

typically they start by saying this so, if they are starting an incubator and they're doing it privately, then that gives you an opportunity to see how they're going to operate it. Mr. Richards said they've been here for quite a while now, and they're looking to expand their business.

Mr. Esch said he would be happy to follow-up.

Agenda Item #11 Future Agenda Items.

Moved to Agenda Item #12

Mr. Richards, Hovas Park repairs, ball field.

Ms. Dunn, time and date for Business Mixer

Mr. Stamps: 1. Updates on monthly reports
2. date for strategic plan workshop

Moved to Agenda Item #14

Agenda Item #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.

Open 5:58 p.m.

Closed 6:17 p.m.

Agenda Item # 13 Discussion & possible action on Executive session items if necessary.

No Action

Moved back to Agenda item #11

Agenda item #14 Adjournment.

Motion was made to adjourn.

Director, Lyndon Stamps / Vice-President, Quotatious Dunn

All For
Motion Carried

Closed 6:21 p.m.

President, Eric Green

Secretary/Treasurer, Robert Richards

Prepared by Vickie Casto

BROOKSHIRE
ECONOMIC DEVELOPMENT CORPORATION

Financials
December 2024

**PREPARED BY
STACEY GOOTEE**

Transaction Detail Report
12-1-2024 / 12-31-2024

Transaction Detail Report 12/1/2024 - 12/31/2024

108 - City - Brk. Economic Development

Account 108-000-52000

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/20/2024	12/20/2024	AP Invoic	EDC Legal Services	Olson & Olson	15604		330.00	0.00	2,147.00
						Total	330.00	0.00	

108 - City - Brk. Economic Development

Account 108-000-52033

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/12/2024	12/12/2024	AP Invoic	EDC - website management	IONOS	CC 09-02-2024		94.36	0.00	94.36
						Total	<u>94.36</u>	<u>0.00</u>	

108 - City - Brk. Economic Development

Account 108-000-54190

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/11/2024	12/11/2024	AP Invoic	Maintenance	Lasker And Son Lawn Service	0801		2,400.00	0.00	8,413.39
						Total	<u>2,400.00</u>	<u>0.00</u>	

108 - City - Brk. Economic Development

Account 108-000-55050

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/12/2024	12/12/2024	AP Invoic	EDC Conference	TEDC - Texas Economic Development Corp	CC 09052024		200.00	0.00	326.50
12/16/2024	12/16/2024	AP Invoic	EDC Conference	TEDC - Texas Economic Development Corp	CC 10/21/2024		600.00	0.00	926.50
Total							<u>800.00</u>	<u>0.00</u>	

108 - City - Brk. Economic Development

Account 108-000-57000

Post Date	Tran Date	Source	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
12/11/2024	12/11/2024	AP Invoic	EDC	Myan Technologies, LLC	3002		5,520.00	0.00	5,520.00
12/12/2024	12/12/2024	AP Invoic	EDC - website management	IONOS	CC 09-02-2024		42.05	0.00	5,562.05
12/12/2024	12/12/2024	AP Invoic	EDC Website Management	IONOS	CC 10-03-2024		168.41	0.00	5,730.46
12/16/2024	12/16/2024	AP Invoic	EDC Website Management	IONOS	CC 11/04/2024		280.89	0.00	6,011.35
12/16/2024	12/16/2024	AP Invoic	EDC Website Management	IONOS	CC 11/04/2024		58.26	0.00	6,069.61
Total							<u>6,069.61</u>	<u>0.00</u>	

Revenue & Expense Report
As of
December 31, 2024

Revenue And Expense Report As of December 31, 2024

108 - City - Brk. Economic Development	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	0.00	0.00	1,688,891.00	1,688,891.00	100.00%	739,041.04	1,548,934.70
Revenue Totals	<u>0.00</u>	<u>0.00</u>	<u>1,688,891.00</u>	<u>1,688,891.00</u>	<u>100.00%</u>	<u>739,041.04</u>	<u>1,548,934.70</u>
Expense Summary							
000-Non-Departmental	9,693.97	36,980.86	1,688,891.00	1,651,910.14	97.81%	46,399.37	195,489.13
Expense Totals	<u>9,693.97</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>1,651,910.14</u>	<u>97.81%</u>	<u>46,399.37</u>	<u>195,489.13</u>
Revenues Over(Under) Expenditures	<u>(9,693.97)</u>	<u>(36,980.86)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>692,641.67</u>	<u>1,353,445.57</u>

Revenue and Expense Report
As of December 31, 2024

108 - City - Brk. Economic Develop Department Revenue	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<hr/>							
Not Categorized							
-43050 Sales Tax	0.00	0.00	1,088,391.00	1,088,391.00	100.00%	736,666.52	1,543,274.49
-43640 Interest Earned	0.00	0.00	500.00	500.00	100.00%	2,374.52	5,660.21
-43710 Prior Yr Unexpended Funds	0.00	0.00	600,000.00	600,000.00	100.00%	0.00	0.00
Total Not Categorized	<u>0.00</u>	<u>0.00</u>	<u>1,688,891.00</u>	<u>1,688,891.00</u>	<u>100.00%</u>	<u>739,041.04</u>	<u>1,548,934.70</u>
Total	<u>0.00</u>	<u>0.00</u>	<u>1,688,891.00</u>	<u>1,688,891.00</u>	<u>100.00%</u>	<u>739,041.04</u>	<u>1,548,934.70</u>
Total Revenue	<u>0.00</u>	<u>0.00</u>	<u>1,688,891.00</u>	<u>1,688,891.00</u>	<u>100.00%</u>	<u>739,041.04</u>	<u>1,548,934.70</u>

Revenue and Expense Report As of December 31, 2024

108 - City - Brk. Economic Develop Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
000-Non-Departmental							
Not Categorized							
000-51000 Salaries	0.00	0.00	75,000.00	75,000.00	100.00%	18,494.84	34,719.10
000-51100 Payroll Taxes	0.00	0.00	7,500.00	7,500.00	100.00%	0.00	0.00
000-51130 Retirement Contributions	0.00	0.00	11,498.00	11,498.00	100.00%	0.00	0.00
000-51140 Health Insurance	0.00	0.00	14,400.00	14,400.00	100.00%	0.00	0.00
000-52000 Legal Fees	330.00	2,147.00	35,000.00	32,853.00	93.87%	810.00	6,552.50
000-52020 Audit & Accounting	0.00	0.00	30,000.00	30,000.00	100.00%	1,747.50	3,259.39
000-52030 Professional Services	0.00	6,750.00	48,000.00	41,250.00	85.94%	8,760.33	58,961.33
000-52031 Bedc Coordinator	0.00	0.00	70,000.00	70,000.00	100.00%	0.00	0.00
000-52032 Webmaster	0.00	0.00	2,500.00	2,500.00	100.00%	0.00	0.00
000-52033 Technology	94.36	94.36	2,500.00	2,405.64	96.23%	0.00	138.19
000-52034 Engineer Services	0.00	0.00	25,000.00	25,000.00	100.00%	0.00	0.00
000-53010 Office Supplies	0.00	0.00	6,000.00	6,000.00	100.00%	28.75	732.70
000-53020 Forms & Statements	0.00	0.00	150.00	150.00	100.00%	0.00	0.00
000-53110 Membership & Dues	0.00	0.00	2,500.00	2,500.00	100.00%	0.00	0.00
000-54000 Building Maintenance	0.00	0.00	27,000.00	27,000.00	100.00%	275.00	815.00
000-54010 Equipment Maintenance	0.00	0.00	1,000.00	1,000.00	100.00%	0.00	0.00
000-54190 Public Mowing	2,400.00	8,413.39	57,000.00	48,586.61	85.24%	7,200.00	29,280.00
000-55050 Travel & Training	800.00	926.50	10,000.00	9,073.50	90.74%	51.09	1,825.87
000-55070 Bank Charges	0.00	0.00	300.00	300.00	100.00%	34.25	44.15
000-55090 Telephone	0.00	0.00	2,500.00	2,500.00	100.00%	227.61	1,314.30
000-55100 Utility Expense	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
000-56080 Consulting	0.00	0.00	5,000.00	5,000.00	100.00%	0.00	0.00

Revenue and Expense Report
As of December 31, 2024

108 - City - Brk. Economic Develop Department Expense	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
000-56140 Beautification	0.00	2,990.00	25,000.00	22,010.00	88.04%	8,500.00	15,464.36
000-56150 City Parks Project	0.00	0.00	350,000.00	350,000.00	100.00%	0.00	0.00
000-56170 Facilities/Infrastructure Proj	0.00	0.00	719,177.00	719,177.00	100.00%	0.00	24,855.00
000-56220 Downtown Improvements	0.00	9,590.00	100,000.00	90,410.00	90.41%	0.00	0.00
000-56250 Business Incentive	0.00	0.00	3,000.00	3,000.00	100.00%	0.00	0.00
000-57000 Technology	6,069.61	6,069.61	20,866.00	14,796.39	70.91%	270.00	17,381.84
000-57010 Computer & Software	0.00	0.00	35,000.00	35,000.00	100.00%	0.00	145.40
Total Not Categorized	<u>9,693.97</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>1,651,910.14</u>	<u>97.81%</u>	<u>46,399.37</u>	<u>195,489.13</u>
Total Non-Departmental	<u>9,693.97</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>1,651,910.14</u>	<u>97.81%</u>	<u>46,399.37</u>	<u>195,489.13</u>
Total Expense	<u>9,693.97</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>1,651,910.14</u>	<u>97.81%</u>	<u>46,399.37</u>	<u>195,489.13</u>

Financial Statement
As of
December 31, 2024

**Financial Statement
As of December 31, 2024**

108 - City - Brk. Economic Development	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Not Categorized	0.00	140,704.64	(140,704.64)	0.00	1,688,891.00	0.00%	1,688,891.00
Revenue Totals	0.00	140,704.64	(140,704.64)	0.00	1,688,891.00	0.00%	1,688,891.00
Expense Summary							
Not Categorized	9,693.97	140,693.34	(130,999.37)	36,980.86	1,688,891.00	2.19%	1,651,910.14
Expense Totals	9,693.97	140,693.34	(130,999.37)	36,980.86	1,688,891.00	2.19%	1,651,910.14

Financial Statement As of December 31, 2024

108 - City - Brk. Economic Development	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Not Categorized							
108-43050 Sales Tax	0.00	90,662.97	(90,662.97)	0.00	1,088,391.00	0.00%	1,088,391.00
108-43640 Interest Earned	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
108-43710 Prior Yr Unexpended Funds	0.00	50,000.00	(50,000.00)	0.00	600,000.00	0.00%	600,000.00
Not Categorized Totals	<u>0.00</u>	<u>140,704.64</u>	<u>(140,704.64)</u>	<u>0.00</u>	<u>1,688,891.00</u>	<u>0.00%</u>	<u>1,688,891.00</u>
Revenue Totals	<u><u>0.00</u></u>	<u><u>140,704.64</u></u>	<u><u>(140,704.64)</u></u>	<u><u>0.00</u></u>	<u><u>1,688,891.00</u></u>	<u><u>0.00%</u></u>	<u><u>1,688,891.00</u></u>

Financial Statement As of December 31, 2024

108 - City - Brk. Economic Developme Non-Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	<u>9,693.97</u>	<u>140,693.34</u>	<u>(130,999.37)</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>2.19%</u>	<u>1,651,910.14</u>
Non-Departmental Totals	<u>9,693.97</u>	<u>140,693.34</u>	<u>(130,999.37)</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>2.19%</u>	<u>1,651,910.14</u>
Expense Total	<u><u>9,693.97</u></u>	<u><u>140,693.34</u></u>	<u><u>(130,999.37)</u></u>	<u><u>36,980.86</u></u>	<u><u>1,688,891.00</u></u>	<u><u>2.19%</u></u>	<u><u>1,651,910.14</u></u>

Financial Statement
As of December 31, 2024

108 - City - Brk. Economic Developmen Non-Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
108-000-51000 Salaries	0.00	6,247.50	(6,247.50)	0.00	75,000.00	0.00%	75,000.00
108-000-51100 Payroll Taxes	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
108-000-51130 Retirement Contributions	0.00	958.17	(958.17)	0.00	11,498.00	0.00%	11,498.00
108-000-51140 Health Insurance	0.00	1,200.00	(1,200.00)	0.00	14,400.00	0.00%	14,400.00
108-000-52000 Legal Fees	330.00	2,916.67	(2,586.67)	2,147.00	35,000.00	6.13%	32,853.00
108-000-52020 Audit & Accounting	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
108-000-52030 Professional Services	0.00	3,998.40	(3,998.40)	6,750.00	48,000.00	14.06%	41,250.00
108-000-52031 Bedc Coordinator	0.00	5,831.00	(5,831.00)	0.00	70,000.00	0.00%	70,000.00
108-000-52032 Webmaster	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
108-000-52033 Technology	94.36	208.33	(113.97)	94.36	2,500.00	3.77%	2,405.64
108-000-52034 Engineer Services	0.00	2,083.33	(2,083.33)	0.00	25,000.00	0.00%	25,000.00
108-000-53010 Office Supplies	0.00	499.80	(499.80)	0.00	6,000.00	0.00%	6,000.00
108-000-53020 Forms & Statements	0.00	12.50	(12.50)	0.00	150.00	0.00%	150.00
108-000-53110 Membership & Dues	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
108-000-54000 Building Maintenance	0.00	2,249.10	(2,249.10)	0.00	27,000.00	0.00%	27,000.00
108-000-54010 Equipment Maintenance	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
108-000-54190 Public Mowing	2,400.00	4,750.00	(2,350.00)	8,413.39	57,000.00	14.76%	48,586.61
108-000-55050 Travel & Training	800.00	833.00	(33.00)	926.50	10,000.00	9.27%	9,073.50
108-000-55070 Bank Charges	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
108-000-55090 Telephone	0.00	208.25	(208.25)	0.00	2,500.00	0.00%	2,500.00
108-000-55100 Utility Expense	0.00	249.90	(249.90)	0.00	3,000.00	0.00%	3,000.00
108-000-56080 Consulting	0.00	416.50	(416.50)	0.00	5,000.00	0.00%	5,000.00
108-000-56140 Beautification	0.00	2,082.50	(2,082.50)	2,990.00	25,000.00	11.96%	22,010.00
108-000-56150 City Parks Project	0.00	29,155.00	(29,155.00)	0.00	350,000.00	0.00%	350,000.00
108-000-56170 Facilities/Infrastructure	0.00	59,907.44	(59,907.44)	0.00	719,177.00	0.00%	719,177.00
108-000-56220 Downtown Improvements	0.00	8,333.33	(8,333.33)	9,590.00	100,000.00	9.59%	90,410.00

Financial Statement As of December 31, 2024

108 - City - Brk. Economic Developmen Non-Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
108-000-56250 Business Incentive	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
108-000-57000 Technology	6,069.61	1,738.13	4,331.48	6,069.61	20,866.00	29.09%	14,796.39
108-000-57010 Computer & Software	0.00	2,915.50	(2,915.50)	0.00	35,000.00	0.00%	35,000.00
Non-Departmental Totals	<u>9,693.97</u>	<u>140,693.34</u>	<u>(130,999.37)</u>	<u>36,980.86</u>	<u>1,688,891.00</u>	<u>2.19%</u>	<u>1,651,910.14</u>
Expense Totals	<u><u>9,693.97</u></u>	<u><u>140,693.34</u></u>	<u><u>(130,999.37)</u></u>	<u><u>36,980.86</u></u>	<u><u>1,688,891.00</u></u>	<u><u>2.19%</u></u>	<u><u>1,651,910.14</u></u>

MEMORANDUM

DATE: DECEMBER 31, 2024

TO: ERIC GREEN, PRESIDENT, BROOKSHIRE EDC

**CC: MAYOR BRANCH
CITY SECRETARY, MOLINA**

FROM: JOSEPH ESCH

RE: SUMMARY OF SIGNIFICANT ECONOMIC DEVELOPMENT ACTIVITY FOR THE MONTH OF DECEMBER

In preparation for the BEDC meeting to be held next week, the following is a summary of the major actions undertaken and status of projects.

Administrative

- **Hampco/G-Tech.** At the last meeting, boardmember Richards provided a business card and asked me to meet with Andy Grieve of Hampco/G-Tech to discuss expansion. On Friday, December 20, I toured the facility and met Andy. His business is proceeding. He has plans to develop several buildings on the site next to his existing location. The intent is to design for the multiple buildings which will be built as market interest warrants. As a part of this effort he is aligning Hampco-G-Tech with "The Cannon". The Cannon is business accelerator. They have a number of resources, facilities, connections and assets they use to help new businesses in various industries get started and grow. At present the Cannon does not have an industrial focused effort for new business. Mr. Grieve seeks to align his operation which focuses on new manufacturing/warehouse/industrial/distribution companies with the Cannon to gain access to their benefits. It is likely we will receive a request for support and incentives for the expansion project.
- **Katy Chamber Discussion.** At the December EDC meeting there was discussion about Chambers of Commerce. I was asked to reach out to the Katy Chamber. In following up I spoke with the President and CEO, Matthew Ferraro with the Katy Chamber. I had worked with Matthew previously when he was with the Fort Bend Chamber. Matt and his team are interested in working with Brookshire to support their efforts. The best approach would be to identify services beyond what would be provided in a general membership and then meet with Matt and his team to work through details.

- **Christ Clinic** - Introduction, Meeting and Tour

Following up on an inquiry I met with Jay Donnella with Christ Clinic. Mr. Donnella handles outreach and development for Christ Clinic. They are currently located in Katy, but are expanding and looking at a site in Brookshire. They provide medical care to anyone, but their focus is as a charity medical center that supports the low to moderate population primarily. One of their efforts is to work with local area employers with employees on the lower end of the wage scale. For example, it is not uncommon for lower to moderate income persons to have insurance, but the co-pay or cost of care is still too expensive for them. The Christ Clinic works with employers to assist. They work with Katy ISD. For \$40/month per employee they can come to the doctor for \$5/visit. The clinic also has a pharmacy where they also work to save patients money on their pharmaceuticals.

They appear to be a good resource for the city and local area employers. If the City is interested I will arrange an opportunity to meet and tour the Christ Clinic for the Council and Board.

To provide more information I have included a link to their website as well as their Mission, Vision and Promise below.

Christ Clinic Home Page <https://christclinnickaty.org>

Mission: Christ Clinic extends the healing ministry of God by offering high quality healthcare and healthcare related services to those who are uninsured and underinsured. Christ Clinic serves those in need with love, compassion, dignity, and respect through a team of caring staff and volunteers.

Vision: “Through our patient-centered primary care, strong provider and partner networks and diversified funding, Christ Clinic will be known for providing reliable, accessible, high quality medical services to the most vulnerable people in our community. “

Promise: “We, at Christ Clinic, promise to provide compassionate, high-quality healthcare services to all members of our community, regardless of their beliefs or background. We are dedicated to serving our neighbors in need and strive to be a source of hope and healing for all who come through our doors.

We also promise to be good stewards of the resources entrusted to us, and to use them wisely and efficiently to benefit the greatest number of people. We are committed to transparency and accountability in all that we do, and to being a reliable partner in the well-being of our community.

We hope to be a blessing to all who encounter us, and to make a positive impact in the lives of those we serve.”

- TIRZ #1 – A draft of the annual report has been created. Working with the City Attorney and City Secretary to place an item on Council agenda to appoint seven board members to the Crystal Lakes TIRZ.

Projects

- **Project Gemini**

Brookshire no longer in consideration. Company could not come to terms on a suitable site in Brookshire. Ceasing tracking this project.

- **Project Liquid Stone**

This project is the purchasing company that would locate their HQ in Brookshire and consolidate statewide sales to Brookshire for sales tax purpose. The company anticipates year one annual sales subject to local sales tax to be ~\$80,000,000.

Attorney drafting agreement for consideration. Anticipate bringing to board in February consistent with the terms discussed with the board.

- **Mr. Sharma/Starbucks**

Following the December board meeting. Mr Sharma contacted President Green to ask if there was a potential for Mr. Sharma to build the road in front of his property and be reimbursed by the EDC when Starbucks locates on his site. As that is an option open for consideration assuming the appropriate requirements, performance measures are in a development agreement. Since that time I have reached out via phone and email to Mr. Sharma to discuss. At this point he has not responded.

- **Fly-by-Night**

No response. Ceasing tracking this project.

- **Business Park Development**

Developer evaluating land plan concepts and market interest. It is likely we will receive a request for assistance with infrastructure for the 26 acre site. Will review when received and bring to city and board as appropriate.

- **Ace Hardware**

Spoke with contractor for company. He is updating his construction cost estimates for the owner. Project still considering site in Brookshire.

- **Project Electric Slide**

The major project elements include:

- ~1.6 million SF,
- \$185mm - \$200mm of capital investment
- 1,500 new jobs

Company provided a complete incentive application to the County last Friday, December 27. Currently reviewing. Will coordinate with County on January 7 in preparation to brief City Council and BEDC meeting.

- **Grunfos** -Company considering expansion at their existing location. Coordinating with Vince Yokum at Waller EDC. Anticipate a tax abatement application from the company. Arranging meetings with company on project in January.