

MINUTES

CITY OF GROVES

ECONOMIC DEVELOPMENT CORPORATION

CITY COUNCIL CHAMBER

GROVES CITY HALL

MAY 22, 2023

IN ATTENDANCE

Rob Vensel, Rhonda Dugas, Paul Oliver Mark McAdams, Brandon

Monk. Absent: Sidney Badon

Meeting called to order by President Rob Vensel, at 6:30 p.m.

Welcome to the guest and news media by President Vensel

APPROVAL OF THE MINUTES:

Mr. Vensel called for a motion and a second to approve the minutes of the March 13, 2023, GEDC meeting. Mr. McAdams made the motion to approve the minutes of the March 13, 2023, GEDC meeting, Ms. Dugas made the second. Mr. Vensel called for questions, Ms. Dugas asked if the Board members read the minutes and if they were ok. There were no questions or corrections. The Board was in favor and the motion carried. None were opposed.

CITIZEN COMMENTS:

Mr. Vensel called for Citizen Comments. There were no comments.

ITEM V:

Business Updates/New Business: Mr. Vensel commented on the Chamber of Commerce ribbon cuttings of Stacked Bakery, Sundara, G & T Insurance Agency, and TWFG Villa Insurance. Mrs. Letha Kanus, Chamber Director commented on the ribbon cuttings and upcoming events. Wednesday would be the Luncheon of the top 10 graduates of PNG High School. Mr. Vensel commented that City Council had an upcoming workshop with Mr. Smith to discuss his purchase of the hospital and a possible tax abatement.

ITEM VI:

Sales Tax: Mr. Vensel called for a discussion of monthly Sales Tax reports for April and May, 2023. Sales Tax was reported to be \$242,348.06. Mr. Ozley commented he would like to formalize the report to a better report with larger easier to read format and have supporting documentation for the report if there are no objections of the GEDC Board. There were no objections. He also commented that Groves is having a record year of Sales Tax and the projected amount is \$2.9 Million even with monthly fluctuations. Look at the aggregate numbers more than the month to month. This was a discussion only. Mr. Vensel called for any questions on the monthly Sales Tax Report.

ITEM VII:

Budget Report: Mr. Vensel called for a discussion of the Budget Report for April and May 2023. Mr. Ozley commented that the graph shows the total Sales Tax and reminded GEDC that we get 1/3 of that amount. The Budget Report shows the reimbursements from the GEDC to the various businesses that qualified for the funds. This was a discussion only.

ITEM VIII:

Non-Grant Expenditures: There were none.

ITEM IX:

Future Non-Grant Expenditures: Mr. Vensel commented that this is the budgeted amount of \$125,000 to the General Fund and the \$579,750 payment for the Fire Station.

A motion was made by Ms. Dugas to review and approve and the second was made by Mr. Oliver. This was tabled at the last GEDC meeting. Mr. Ozley commented that these funds have already been voted on by the City Council for the budget.

Mr. Vensel commented that we had talked about reducing that amount for the general fund. Mr. Oliver asked what the \$125,000 is to be used for. Mr. Ozley stated it is to be used for the overhead of the staff, supplies and such things as building, insurance, utilities. Mr. Vensel stated now that we do not have a director per say, Mr. Ozley is doing work for GEDC such as developing reports, so his time is involved and is Clarissa Thibodeaux's time and work. Ms. Thibodeaux gets the packets ready and puts them together. A stand-alone building would be expensive and is not needed for the GEDC. Mr. Vensel asked what is a realistic financial expectation for the general fund for the expense of the GEDC?

Ms. Dugas commented that the budget would be coming up very soon, July, August, September. Ms. Dugas commented that she did not think \$125,000 would be needed because some of the previous expense is not involved. Mr. Oliver stated with Mr. Ozley's time, Ms. Thibodeaux's time and Gayle's time, (writing the checks and bookkeeping), this is done 2 to 5 times a month tops, max of two meetings a month, mostly one, presently.

Mr. Oliver stated rather than \$125,000, \$75,000 is acceptable and a reasonable amount to start with and maybe need to adjust it again. Mr. Vensel said if we need to adjust it again, we will. City Council will be voting for this and it is their vote that will determine the amount. These amounts discussed are based off Port Neches.

Ms. Dugas said she had a problem with this last year because the price went up, (amount to general fund was increased from \$100,000 to \$125,000), also the procedure was not followed for GEDC. We are given a number, or Mr. Vensel, and then it is brought to GEDC and then GEDC votes on it on it, then it goes back to City Council and last year it did not happen. Mr. Ozley states traditionally years previous it never went to

GEDC. Mr. Ozley asked for guidance on how GEDC would like to revise the procedure. Ms. Dugas stated when the number comes to the budget workshops that number should go to GEDC and GEDC should motion, second, and discuss and vote and then it should go back to the City Council. That's when it should go back to the budget as settled. Mr. Ozley suggested to present it as a recommendation to City Council for the transfer amount to general fund. Mr. Ozley said he would make the recommendation to City Council. Ms. Dugas said that money is going to stay in the GEDC from the \$75,000 or which number is voted on whatever that is would be more money we would have for businesses. Mr. McAdams amended the motion to approve any future non-grant expenditures this would include \$75,000 money transfer to the general fund and the payment for the fire department for \$579,750. Mr. Oliver seconded the motion. A record vote was taken. All the Board was in favor. Non opposed. Motion Carried. Mr. Ozley asked if it was ok to make the transfers to the general fund. Yes.

ITEM X:

Language USA, Inc.: Mr. Vensel called for a motion and Mr. McAdams made the motion to discuss and approve a quote from Language USA, Inc. to translate GEDC documents from English to Spanish. The amount is \$192.00. The second was made by Ms. Dugas. Mr. Vensel said we discussed this at the last meeting. Some people were requesting the GEDC documents in Spanish. Ms. Dugas stated that this is the company Clarissa uses for translating documents for the city, she told me about it. I sent them the documents for the Groves Economic Development Corporation. The quote came back 1600 words and \$192 to translate the documents into Spanish.

We have Spanish speaking business owners that would prefer to look at it in Spanish. It is up to the Board and what they decide to do.

Mr. Oliver asked if the businesses are asking for this. Ms. Dugas said yes, because they do not understand English and the do not understand the documents written in English.

Mr. Vensel said this is a one-time charge unless we modify the documents. A onetime deal. Mr. Vensel called for questions about it. Mr. Vensel called for a record vote. All were in favor, none opposed. Motion carried.

ITEM XI:

Larry and Rita's Don Lupe, Inc.: Mr. Vensel called for a motion to review and approve GEDC Grant Application for Larry and Rita's Don Lupe, Inc. at 3701 Pure Atlantic Road, Groves, TX 77619 in the amount of \$5000.00 for Exterior Remodeling and Security/Safety. Take a record vote. Mr. McAdams made the motion and Mr. Oliver made the second. Mr. Vensel called for questions. Mr. Stewart came to the meeting and brought the paid receipt for the \$13,000.00 invoice. Mr. Vensel called for a record vote. The Board approved the application, and none were opposed, and the motion carried.

ITEM XII:

Review and Approve the GEDC Grant Application for G & T Insurance Agency at 4235 Lincoln Avenue Groves, TX 77619 in the amount of \$676.75 for Advertising and \$1,331.89 for Signage. For a total of \$2,008.64. This amount does not include tax. Mr. Vensel called for a motion, Mr. Oliver made the motion and Mr. McAdams made the second.

Ms. Dugas stated that even though the invoice indicated the price included a permit fee she had called Don and found that no permit had been pulled for that address except in 2007. Mr. Vensel called for a vote. The Board approved and none were opposed. Motion carried.

ITEM XIII:

Discuss and approve adding Mr. Derik Theall to the GEDC Board of Directors. Take a record vote.

Mr. Vensel stated Mr. Theall submitted a letter to the EDC requesting.

to consider him for the EDC Board. Mr. Vensel called for a motion and a second. Ms. Dugas made the motion and Mr. Oliver made the second. Mr. Vensel called for a vote. The board agreed, none opposed. Motion carried.

ITEM XIV:

Discuss and approve adding Mrs. Letha Knaus to the GEDC Board of Directors. Mrs. Knaus was recently employed by the Chamber of Commerce as Executive Director. Take a record vote. Mr. Vensel stated her first day of employment was April 10 and 13 members joined the Chamber. Mr. Vensel called for a motion and a second. Mr. McAdams made a motion and Ms. Dugas made the second. Mr. Vensel called for a vote. The Board approved and none opposed. Motion carried.

ITEM XV:

Member Comments: Ms. Dugas asked that if anyone wanted to put an item on the agenda to please email Mr. Vensel and Ms. Dugas and if any applications are given out to please let them know. If any applications need to be picked up please contact Mr. Vensel and Ms. Dugas.

ITEM XVI:

Meeting Adjourned at 6:57 p.m.