

Minutes of the Brookshire Economic Development Corporation Meeting  
December 1, 2022

The Brookshire Economic Development Corporation held a Special Meeting on Thursday, December 1, 2022 in the Brookshire Municipal Building located at 4029 Fifth Street, Brookshire, Texas.

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

**Agenda Item #1: Prayer | Pledge to the U.S. Flag**

Everyone, Lord's Prayer and pledge to the U.S. Flag

**Agenda Item #2: Roll Call:**

Present:

President, Jeremiah Hill  
Vice-President, Kathy Guy  
Secretary/Treasurer, Mariela Aguilar  
Director, Quotatious Dunn  
Director, Susette Baines (arrived 5:38 p.m.)  
Director, Amanda Neuendorf

Also Present:

E.D.C. Coordinator, Mike Barnes  
Attorney, Justin Pruitt  
Administrative Assistant, Vickie Casto

Absent:

Director, Glenn Mayberry

**Agenda Item #3 Public comments**

N/A

**Agenda Item #4 Consent Agenda**

- a. Approval of BEDC Board Meeting Minutes October 28, 2022
- b. Approval of Pre-Paid Invoices
- c. Monthly Accounting Report

Motion was made to approve the consent agenda.

Director, Amanda Neuendorf / Secretary/Treasurer, Mariela Aguilar

All For  
Motion Carried

**Agenda Item #5 discuss & Possible approval paying Consolidated for Hovas Park.**

Mr. Hill informed the board that the previous board paid for this. He sent it to the Mayor and the Mayor sent it back. So, he is seeking their opinion to see if they want to pay for it or send it back to the city.

Ms. Neuendorf questioned the amount.

Mr. Hill explained the charges the added that it was a past due bill/amount.

Mrs. Guy stated she thought that once the work was done, that it went back to the city.

Mr. Hill stated that's why it's back on the agenda.

Ms. Neuendorf asked if this was just for the camera's there; because she thought the cameras were damaged also.

Mr. Hill stated there were two sets of services going on, Consolidated and Laptop Screen Repair. He explained what Laptop Screen was doing then added that he questioned city staff who was responsible at the time and never received an answer.

Mrs. Guy said send it back to the city.

Motion was made to deny payment to Consolidated for Hovas Park.

Director, Amanda Neuendorf / Vice-President, Kathy Guy

All For  
Motion Carried

**Agenda Item #6      Discuss and possible approval paying Verizon for pervious tablets.**

Mr. Hill stated that they've received the final bill. Supposedly they've closed the account; but would not provide him with confirmation with said cancelation. They are not on the account so; they are not obligated to give out the information. He added that there are about 4 or 5 tablets that's been collected out of 13.

Mrs. Neuendorf asked if they could file any kind of ... would that be considered theft of city property? A tablet is valued over \$800 so, anything over that is considered a felony is it not?

Mr. Pruitt stated that it was city property. So, again they need to track them down and ... Mrs. Neuendorf stated if they're turned off, we can't track them. She asked if they had a record of serial numbers anywhere?

Mr. Hill replied, aquiza list; but there was another set that was purchased later on that the original set Ms. Casto has those serials. There was another set purchased he understands she does not have those serials ... they were doled out by someone else.

Mrs. Neuendorf stated that people were taken advantage of the city.

Mrs. Guy stated that the person that gave them out should be accountable.

Mrs. Neuendorf said the person was former city secretary, Claudia Harrison. She asked Ms. Casto if there was a list of those.

Ms. Casto replied she only had a list of the EDC.

Mr. Hill stated they didn't know who they were assigned to.

Mrs. Neuendorf confirmed that the one that handed out the second set was Ms. Harrison.

Mr. Hill replied to his knowledge, yes.

Ms. Dunn asked if there was anything to keep this from happening again.

Mr. Hill stated that was being worked on.

Ms. Guy spoke about getting tec people to put tracking devices on.

Ms. Neuendorf stated that was the frustration because they had paid tec guys a lot of money who said they could do things but in reality, seems like favors were done for friends and a mockery is being made of the city and here we are with thousands of dollars of missing equipment. They have 4 out of 13 that's been recovered, it's ridiculous.

Mr. Hill read an e-mail he received Oct. 28<sup>th</sup> from a Derick (?) stating that account had been canceled back in September. He replied to provide prof and to date he's received nothing.

Discussion continued on the type and brand of the tablets, and how to handle future accounts, and how the devices continued to be used during this time.

Mr. Hill stated that this bill is in the name of the E.D.C.

Mrs. Guy stated she thought they were obligated to pay.

Motion was made to pay the Verizon bill.

Director, Amanda Neuendorf / Vice-President, Kathy Guy

All For  
Motion Carried

**Agenda Item #7      Discuss & Possible approval paying Ubeo Business Services.**

Mr. Hill explained the situation. The printer had been voted on to be sold in a previous meeting. Its service had been canceled but as of now the city will be paying the bill because one of their printers went down and they are now using the Ubeo.

No Action

**Agenda Item #8      Update on Projects. (President Hill)**

Mr. Hill started with the parks. The signs have started going up. They've started with Longenbaugh then Bostic then they will be moving across the street.

Instalment for the playground equipment will start as early as February and as late as April. They are still waiting on equipment.

Amphitheater: They have pretty much finalized on the engineering and they did a walk last week for electrical services. They are hoping to break ground in January.

Donigan home: It's complete; but they will discuss next year as far as the interior.

**Agenda Item #9      BEDC Coordinator's Report**

Mr. Barnes addressed the board, and directed them to their packets. He is able to confirm now the second faze of Empire West. There is an additional 1.1 million sq. ft. that has been leased. Two venues have been named, one is Tesla and the other is HEB. Tesla is taking one million sq.ft and HEB will be occupying 300,00 sq. ft.

**Agenda Item #10 Presidents Report**

Information was given in the update portion (Agenda Item #8)

**Agenda Item #11      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.

5:51 p.m. Out of session  
6:02 p.m. Back in session

**Agenda Item #12      Discussion & Possible Action on Executive Session items**

Motion was made to approve a Christmas bonus 12/% of the salary for the Brookshire Economic Development Administrative Assistant.

Director, Amanda Neuendorf / Vice-President, Kathy Guy

All For  
Motion Carried

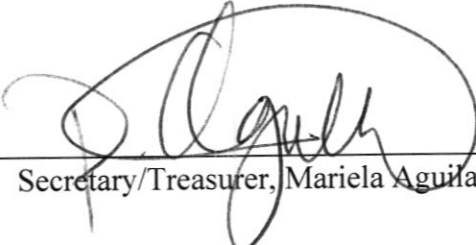
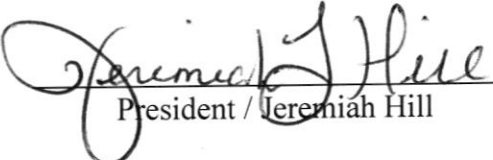
**Agenda Item # 13     Adjournment.**

Motion was made to adjourn.  
Director, Susette Baines / Director, Quotatious Dunn

All For  
Motion Carried

6:03 p.m.

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.

  
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Secretary/Treasurer, Mariela Aguilar  
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President / Jeremiah Hill

Prepared by Vickie Casto