

PALACIOS ECONOMIC DEVELOPMENT CORPORATION REGULAR MEETING

**City Hall Council Chambers
311 Henderson
Palacios, Texas 77465**

MINUTES

February 01, 2023

CALL TO ORDER

PEDC Board Vice President, D.C. Dunham called the meeting to order at 6:00PM.

Council: This meeting was posted as a possible quorum for Council Members. No action.

CERTIFICATON OF QUORUM ~ Board Vice President, D. C. Dunham

INVOCATION ~ Board Member Sandra Catlett

PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG ~ Vice President, D.C. Dunham

PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG

PLEDGE OF ALLEGIANCE TO THE PALACIOS FLAG

PEDC BOARD OF DIRECTORS ATTENDANCE

Vice President, D.C. Dunham, Present

Mayor & Director, Jim Gardner, Present

Councilmember & Director, Chip Woolf, Present

Councilmember & Director, Larry Glenn, Absent

Director, Katie Hutto, Present

Director, Sandra Catlett, Present

Director, Joanne Linden, Present

CITY STAFF IN ATTENDANCE

Cynthia Raleigh, City Manager

Tammy McDonald, Finance Manager

Thomas Gwosdz, EDC Attorney

ANNOUNCEMENTS:

Vice President, Dunham announced that she redrafted the letter at the Chamber of Commerce for new business. She has been emailing with the Small Business Development to conte to a meeting in March. Matagorda County Day in Austin is on 2-7-23 and everyone will meet in the Rotunda at 9a.m. Vice President Dunham reminded all members to make sure they did their training for Open Meeting Act and Public Information Act and get certificates to the City Secretary.

CITIZEN FORUM:

None

REPORTS:

1. December Financial Presentation was given by Tammy McDonald.
2. Bills Paid: This item was moved to March ~ Tammy McDonald will ratify all prior bills, give a spread sheet of budget, revenues by month, expenses by month and compare to last year.
3. Facebook/ Website Update: Vice President Dunham announced that she needs to update information on the website and Facebook page, but needs access. Dunham asked for volunteers to do the Facebook and website updates and would like multiple people to have access.

DISCUSSION/ACTION ITEMS:

1. **Minutes** Approve the regular minutes for EDC meeting of January 04, 2023. Motion to accept minutes as written made by Mayor Gardner. Seconded by Director Joanne Linden. Passed unanimously.
2. **Election of Officers** Approve the election of officers for 2023. Motion made by Director Woolf to appoint D.C. Dunham as President of PEDC. Seconded by Mayor Gardner. Mayor Gardner motion to appoint Director Katie Hutto as Vice President of PEDC. Seconded by Director Joanne Linden. Passed unanimously.
3. **Bert West Small Business Development Grant Application** Approve application for Bert West Small Business Development Grant. President Dunham let everyone know that the application will be posted on the website by the weekend. Mayor Gardner made a motion to accept the grant application. Seconded by Director Sandra Catlett. Passed unanimously.
4. **Budget** Approve formalizing the EDC budget for the 2022-2023 FY. Directors decided they wanted to see amendment to budget on the next regular agenda. President Dunham will get information to amend to City Treasurer and City Secretary. City Manager, Raleigh reiterated to EDC Directors that all documents must be to the City Secretary by 5:00 p.m. the Wednesday before the meeting. Tammy McDonald, Finance Manager, will have a budget adjustment ordinance ready for the March 1st meeting. This item was tabled until the next meeting.
5. **Palacios Economic Development Corporation Strategic Plan** Approve updating the strategic plan for PEDC. Plan was reviewed. No changes recommended.
6. **Tax Increment Reinvestment Zone (TIRZ)** Approve TIRZ recommendations to City Council. President Dunham reviewed the TIRZ presentation with EDC Directors. Discussion and questions ensued. Motion to give support to TIRZ and recommend to City Council. Seconded by Director Woolf. Voting YAY: Vice President, Katie Hutto, Director Woolf, Mayor Gardner, Director Linden, and President Dunham. Voting NAY: Director Catlett. Absent: Director Glenn.


ADJOURNMENT

Adjourned by President Dunham at 7:50PM.



D.C. DUNHAM, President

ATTEST:



ALEIGHA GALVAN, City Secretary