

**PALACIOS ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING**

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

MINUTES

May 03, 2023

CALL TO ORDER

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

Council: This meeting was posted as a possible quorum for Council Members. Mayor Gardner certified a quorum was present at 5:00pm.

CERTIFICATON OF QUORUM ~ Board President, D. C. Dunham
INVOCATION AND PLEDGES~ Director Catlett

PEDC BOARD OF DIRECTORS ATTENDANCE

*President, D.C. Dunham, Present
Director, Jim Gardner, Present
Director, Chip Woolf, Present
Director, Larry Glenn, Present
Director, Katie Hutto, Present
Director, Sandra Catlett, Present
Director, Joanne Linden, Present*

CITY STAFF IN ATTENDANCE

*Cynthia Raleigh, City Manager
Tammy McDonald, HR / Finance
Maria Ayala, Office Manager/ Finance
Aleigha Galvan, City Secretary*

ANNOUNCEMENTS:

- a. President's Announcements: President Dunham announced details about an event at the HUB and upcoming job fair at the high school.*
- b. Board of Directors Announcements: Mayor Gardner announced upcoming events in the community including Day of Prayer and Town Hall Meeting at City Hall.*

CITIZEN FORUM:

None

REPORTS:

- **Financial Presentation** *Presented by Maria Ayala. Finance Manager, Ayala presented financials to EDC Directors.*

DISCUSSION/ACTION ITEMS:

1. **Minutes** Approve the workshop and regular meeting minutes for EDC Meeting of April 5, 2023. *Director Gardner made a motion to accept the minutes as written. Seconded by Director Hutto. Motion passed unanimously.*
3. **Strategic Planning, SWOT, and EDC Projects** Approve highest priorities from SWOT discussions and select for future consideration. *Presented by President Dunham. Dunham announced quality of life and more places to stay were the priorities chosen from last EDC meeting. Dunham suggested creating a promotional video for the City of Palacios. Directors discussed ideas and locations to place a food truck park within the City.*
4. **New EDC Project** Discuss and approve future projects. *Presented by President Dunham. Director Woolf made a motion to allocate \$100,000 for a drainage project downtown, with the City to move forward with engineering and design, and get back with EDC on what the next steps would be. Director Glenn seconded the motion. Motion passed unanimously.*
5. **Bert West Small Business Grant** Discuss and/or approve any applications received on grant. *This item was pulled from the agenda.*
6. **Proposed FY 2023-24 Budget** Discuss and approve budget recommendations for FY 2023-24. *Presented by President D.C. Dunham. Dunham explained changes to the budget to include a reduction in legal expenses. Director Woolf expressed the need to have an agreement with the City regarding contracted services. Dunham asked City Manager to provide a letter of agreement for the City to provide XYZ services for an amount of \$20,000. Mayor asked to amend contractual services to read professional services. Director Woolf made a motion to present proposed budget to City Council to approve as presented. Director Linden seconded the motion. Motion passed unanimously.*
7. **Letter of Support** Discuss and approve a letter of support for the Museum on Main Street. *Presented by President Dunham. Director Catlett made a motion to approve the letter of support for the City by the Sea Museum. Director Gardner seconded the motion. Motion passed unanimously.*
2. **Bills Paid** Review and approve bills paid, approve bill to be paid. *Presented by Maria Ayala. President Dunham explained the Mitel phone bill will be a part of contractual services with the City. Director Linden made a motion to approve bills paid and bills to be paid. Director Hutto seconded the motion. Motion passed unanimously.*

ADJOURNMENT

Adjourned by President Dunham at 6:57PM.



D.C. DUNHAM, President

ATTEST:


ALEIGHA GALVAN, City Secretary

