



ECONOMIC DEVELOPMENT CORPORATION

**NOTICE OF MEETING**

**AGENDA**

**MAY 22, 2025**

**6:00 P.M.**

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The City of Schertz Economic Development Corporation (SEDC) Board of Directors will hold a regular monthly meeting on Thursday, MAY 22, 2025, at 6:00 p.m. at the Hal Baldwin Municipal Complex, Council Chambers Conference Room, Building No. 4, 1400 Schertz Parkway, Schertz, Texas. This is an open meeting, subject to the open meeting laws of the State of Texas.

In accordance with provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code notice is hereby given that a Possible Quorum of the governing body of the City of Schertz, Texas may take place at this meeting.

**Call to Order**

1. Roll call, recognition of visitors, and review of meeting instructions for effective Board interaction and public participation.

**Hearing of Residents**

2. *This time is set aside for any person who wishes to address the Board. Presentations should be limited to no more than 3 minutes. The presiding officer will call on those persons who have signed up to speak.*

**Minutes**

3. Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, April 24, 2025. (T.Miller)

**Presentations**

4. Staff briefing on SEDC monthly financial statement for the month of April 2025. (S.Wayman)

**Closed Session**

5. Called in accordance with Section 551.087 of the Texas Government Code, Deliberation Regarding Economic Development Negotiations; Closed Meeting. The governmental body is not required to conduct an open meeting (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.

- Project E-105

- Project E-108

- Project E-107

- Project E-102

## Reconvene to Regular Session

6. Take any actions based on discussion held in closed session under Agenda Item No. 5.

## Requests and Announcements

- Announcements by staff:
  - Offices closed May 26, 2025 - Memorial Day
  - Next Regular Board Meeting - June 26, 2025.
- Requests by Board Members to place items on a future SEDC Board Meeting agenda.

## Adjournment

### CERTIFICATION

I, Tracy Miller, Administrative Assistant, of the City of Schertz Economic Development Corporation, do hereby certify that the above agenda was posted on the official bulletin boards on this the 16th day of May, 2025, at 5:00 p.m., which is a place readily accessible to the public at all times and that said notice was posted in accordance with chapter 551, Texas Government Code.

*Tracy Miller*  
Administrative Assistant- Economic  
Development

**I certify that the attached notice and agenda of items to be considered by the Schertz Economic Development Corporation Board of Directors was removed from the official bulletin board on \_\_\_\_ day of \_\_\_\_\_, 2025.**  
**Name/Title:** \_\_\_\_\_

*This facility is accessible in accordance with the Americans with Disabilities Act. Handicapped parking spaces are available. If you require special assistance or have a request for sign interpretative services or other services, please call 210-619-1070.*

**The Economic Development Corporation Board of Directors reserves the right to adjourn into closed session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act.**

**Closed Sessions Authorized:** This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Closed Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

**SEDC MEMORANDUM**

**SEDC**  
**Board Meeting:** 05/22/2025  
**Department:** Economic Development Corporation  
**Subject:** Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, April 24, 2025. (T.Miller)

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**SUBJECT:**

Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, April 24, 2025. (T.Miller)

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**Attachments**

04-24-2025

# SCHERTZ

ECONOMIC DEVELOPMENT CORPORATION

## MINUTES Thursday, April 24, 2025

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The City of Schertz Economic Development Corporation (SEDC) Board of Directors met for a Regular Monthly Meeting on Thursday, April 24, 2025, at 6:00 p.m. at the Hal Baldwin Municipal Complex, Council Chambers Conference Room, Building No. 4, 1400 Schertz Parkway, Schertz, Texas. This was an open meeting, subject to the open meeting laws of the State of Texas.

In accordance with provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code notice is hereby given that a Possible Quorum of the governing body of the City of Schertz, Texas may take place at this meeting.

### Call to Order

1. Roll call, recognition of visitors, and review of meeting instructions for effective Board interaction and public participation.

**Board President Sammi Morrill presided over the meeting and called it to order at 6:00 p.m.**

#### Board of Directors Present:

Sammi Morrill, Board President  
William "Bill" Dixon, Board Vice President  
Mark Moody, Board Member  
Reynaldo "Ray" Chavez, Board Member  
Bryan Jones, Board Member

#### Staff Present:

Scott Wayman, Executive Director  
Amy Madison, Deputy Director  
Ashley Ritchey, Business Engagement Manager  
Tracy Miller, Administrative Assistant

#### Board of Directors Absent:

Eryn McElroy, Board Secretary

#### Others Present:

Tim Brown, Councilmember Liaison

2. Election of Schertz Economic Development Corporation Board Treasurer. (S.Morrill)

Board President Sammi Morrill asked for a nomination to elect a new Board Treasurer.

Board Member Mark Moody nominated himself for Board Treasurer.

Moved by Board Member Ray Chavez, seconded by Board Member Bryan Jones.

AYE: Board President Sammi Morrill, Board Vice President Bill Dixon, Board Member Mark Moody, Board Member Ray Chavez, Board Member Bryan Jones.

Unanimous affirmative vote - Motion carries.

## Hearing of Residents

3. *This time is set aside for any person who wishes to address the Board. Presentations should be limited to no more than 3 minutes. The presiding officer will call on those persons who have signed up to speak.*

No resident signed up to speak. No comments were made.

## Minutes

4. Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, March 27, 2025. (T.Miller)

Board President Sammi Morrill asked for a motion to approve the Minutes of the Board of Directors Regular Monthly Meeting held Thursday, March 27, 2025.

Moved by Board Vice President Bill Dixon, seconded by Board Treasurer Mark Moody.

AYE: Board President Sammi Morrill, Board Vice President Bill Dixon, Board Member Mark Moody, Board Member Ray Chavez, Board Member Bryan Jones.

Unanimous affirmative vote - Motion carries.

## Presentations

5. Staff briefing on SEDC monthly financial statement for the month of March 2025. (S.Wayman)

Scott Wayman, Executive Director gave a brief overview of the SEDC Financial Statement for March 2025.

March 2025 sales tax received was \$538,799.34, expenses were \$2,697,317.83, an 11.7% increase over the prior year. The 12-month rolling average is 6.0% still trending up. Notable expenditures include incentive payments to Schertz312 LLC, Caterpillar Inc, Ace Mart Restaurant and a payment to The Retail Coach, LLC for Retail Market and Analysis. Total Cash and Investments figure at the end of March was \$35,740,346.30.

Scott Wayman, Executive Director gave a brief overview of the Reserve Funding Model.

6. Staff briefing on Annual Report of Schertz Economic Development Corporation Year 2024. (S.Wayman)

Ashley Ritchey, Business Engagement Manager gave a brief overview of the Schertz Economic Development Corporation Annual Report for year 2024 and stated it is located on the SEDC website.

**Board President Sammi Morrill recessed Open Session to Closed Session at 6:20 p.m.**

## Closed Session

7. Called in accordance with Section 551.087 of the Texas Government Code, Deliberation Regarding Economic Development Negotiations; Closed Meeting. The governmental body is not required to conduct an open meeting (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.

- Project E-105

Start time: 6:20 p.m.

End time: 6:57 p.m.

**Board President Sammi Morrill reconvened to Open Session at 6:58 p.m.**

**Reconvene to Regular Session**

8. Take any actions based on discussion held in closed session under Agenda Item No. 7.

No action was taken based on discussion in Closed Session.

**Requests and Announcements**

- Announcements by staff:
  - Soccer Field Lights Ribbon Cutting - May 12, 2025
    - 6:00 p.m.
  - Next Regular Board Meeting - May 22, 2025
- Requests by Board Members to place items on a future SEDC Board Meeting agenda.

**Adjournment**

**Board President Sammi Morrill asked for a motion to adjourn the meeting.**

Moved by Board Member Ray Chavez.

AYE: Board President Sammi Morrill, Board Vice President Bill Dixon, Board Member Mark Moody, Board Member Ray Chavez, Board Member Bryan Jones.

Unanimous affirmative vote - Motion carries.

**Board President Sammi Morrill adjourned the meeting at 6:59 p.m.**

**MINUTES PASSED AND APPROVED THIS \_\_\_\_ DAY \_\_\_\_\_ 2025.**

\_\_\_\_\_  
Sammi Morrill  
Board President

\_\_\_\_\_  
Eryn McElroy  
Board Secretary

**SEDC MEMORANDUM**

**SEDC**  
**Board Meeting:** 05/22/2025  
**Department:** Economic Development Corporation  
**Subject:** Staff briefing on SEDC monthly financial statement for the month of April 2025. (S.Wayman)

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**SUBJECT:**

Staff briefing on SEDC monthly financial statement for the month of April 2025. (S.Wayman)

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**Attachments**

April Financials

**CITY OF SCHERTZ**  
REVENUE AND EXPENSE REPORT (UNAUDITED)  
AS OF: April 30th, 2025

\*\*\*\*\* 2024 - 2025 \*\*\*\*\*

**620-SED CORPORATION**  
**FINANCIAL SUMMARY OVERVIEW**

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Revenues

Sales Tax	<u>Sales Tax</u>	\$ 460,990.21	Payment Received in April*
		-7.0%	Annual Decrease
		4.9%	12-Month Rolling Average

Expenses

EDC Interfund Allocations	304,540.00
SYSCO CORPORATION	25,000.00
TEXAS TRI COUNTY	5,000.00
Baudville INC	1,830.58

Year-to-Date

Total Revenue	\$ 6,173,276.64	
Total Expenses	\$ 8,232,848.15	
Over/Under		\$ (2,059,571.51)

Cash & Investments

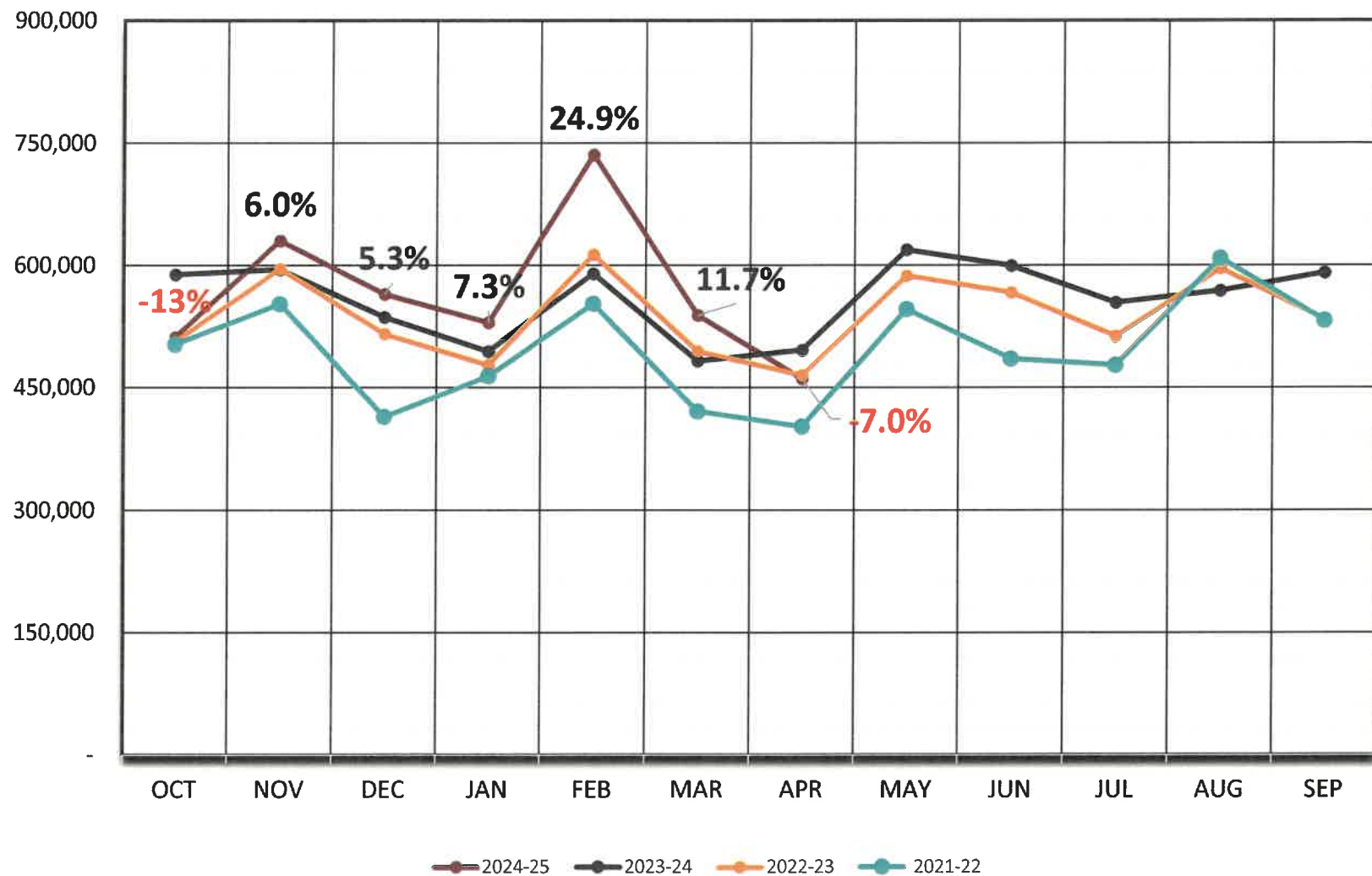
Cash	\$ 393,806.04	
Investments	\$ 35,611,173.60	
Total		\$ 36,004,979.64

\*sales taxes are delayed 2 months from received to earned. Sales Taxes recognized in report are estimates and are adjusted to actual when payments are received.



## 4B SALES TAX

By Collection Month



## April 2025 PAYABLES REPORT

VENDOR NAME		DESCRIPTION	AMOUNT
SED CORPORATION	Baudville INC	Schertz Shirt Custom Lapel Pin	1,830.58
	Amy Madison	Per Diem - Travel	824.40
	Scott Wayman	Per Diem - Travel	301.00
	Amazon Capital Services Inc.	Supplies	221.98
	SYSICO CORPORATION	Final Incentive Payment	25,000.00
	Citibank - Amy Madison	IEDC, IAMC, TEDC, Memberships/Travel	4,708.39
	Citibank - Ashley Ritchy	TEDC Travel, Monthly Subscriptions	86.21
	Citibank - Scott Wayman	Travel/luncheons	146.70
	Citibank - Tracy Miller	Luncheons/Subscriptions	1,132.94
	Denton Navarro Rodriguez Bernal Santee & Zech	March Legal Services	69.00
	CITY OF SEGUIN	Regional Job Fair shared cost	798.70
	Sheree Courney	Alamo Chapter Lunch	12.00
	EDC Interfund Allocations	EDC Interfund Allocations FY 2024-2025 Second Half	304,540.00
	Ubeo, LLC	Copier Rental	276.55
	Wex Bank	Fiscal Year Fuel	40.67
	TEXAS TRI COUNTY	Tri Country City Partnership	5,000.00
SUBTOTAL:			344,989.12
TOTAL:			\$344,989.12

**CITY OF SCHERTZ**  
**REVENUE AND EXPENSE REPORT (UNAUDITED)**  
AS OF: April 30th, 2025

***** 2 0 2 4 - 2 0 2 5 *****							
<b>620-SED CORPORATION</b>	<b>CURRENT</b>	<b>CURRENT</b>	<b>PRIOR YEAR</b>	<b>CURRENT</b>	<b>Y-T-D</b>	<b>BUDGET</b>	<b>% OF</b>
<b>FINANCIAL SUMMARY</b>	<b>BUDGET</b>	<b>PERIOD</b>	<b>Y-T-D ACTUAL</b>	<b>Y-T-D ACTUAL</b>	<b>ENCUMBR</b>	<b>BALANCE</b>	<b>BUDGET</b>
<u>REVENUE SUMMARY</u>							
Taxes	7,083,000	620,604.94	3,914,044.67	5,130,297.24	-	1,952,702.76	72.43%
Fund Transfers	-	-	190,391.66	-	-	-	0.00%
Miscellaneous	1,260,000	120,806.12	1,066,560.89	1,042,979.40	-	217,020.60	82.78%
<b>TOTAL REVENUES</b>	<b>8,343,000</b>	<b>741,411.06</b>	<b>5,170,997.22</b>	<b>6,173,276.64</b>	<b>-</b>	<b>2,169,723.36</b>	<b>73.99%</b>
<u>EXPENDITURE SUMMARY</u>							
<u>NONDEPARTMENTAL</u>							
City Supported Services*	15,299,100	25,000.00	108,984.70	7,485,799.17	-	7,813,300.83	48.93%
<b>TOTAL NONDEPARTMENTAL</b>	<b>15,299,100</b>	<b>25,000</b>	<b>108,985</b>	<b>7,485,799.17</b>	<b>-</b>	<b>7,813,300.83</b>	<b>48.93%</b>
<u>ECONOMIC DEVELOPMENT</u>							
Personnel Services	24,575	1,589.02	9,447.85	11,141.09	-	13,433.91	45.34%
Supplies & Equipment	61,175	429.21	13,571.82	23,026.44	-	38,148.56	37.64%
City Supported Services	214,500	837.66	2,871.12	1,421.34	-	213,078.66	0.66%
Utility Services	316,825	7,471.25	151,564.68	38,130.22	465.22	278,229.56	12.18%
Operating Expense	88,585	5,052.98	40,945.80	63,686.39	1,106.20	23,792.41	73.14%
Professional Services	664,080	304,609.00	548,626.00	609,643.50	-	54,436.50	91.80%
Fund Charges/Transfers	-	-	-	-	-	-	0.00%
<b>TOTAL ECONO DEVELOPMENT</b>	<b>1,369,740</b>	<b>319,989.12</b>	<b>767,027.27</b>	<b>747,048.98</b>	<b>1,571.42</b>	<b>621,119.60</b>	<b>54.65%</b>
<b>TOTAL EXPENDITURES</b>	<b>16,668,840</b>	<b>344,989.12</b>	<b>876,011.97</b>	<b>8,232,848.15</b>	<b>1,571.42</b>	<b>8,434,420.43</b>	<b>49.40%</b>
<b>** REVENUE OVER(UNDER) EXPEND</b>	<b>(8,325,840)</b>	<b>396,421.94</b>	<b>4,294,985</b>	<b>(2,059,572)</b>			

# CITY OF SCHERTZ

## REVENUE REPORT (UNAUDITED)

AS OF: April 30th, 2025

***** 2024 - 2025 *****							
620-SED CORPORATION REVENUES	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR Y-T-D ACTUAL	CURRENT Y-T-D ACTUAL	Y-T-D ENCUMBR	BUDGET BALANCE	% OF BUDGET
<u>Taxes</u>							
000-411500 Sales Tax Revenue (4B)	7,083,000	620,604.94	3,914,044.67	5,130,297.24	-	1,952,702.76	72.43%
TOTAL Taxes	7,083,000	620,604.94	3,914,044.67	5,130,297.24	-	1,952,702.76	72.43%
<u>Fund Transfers</u>							
000-486000 Transfer In	-	-	190,391.66	-	-	-	0.00%
TOTAL Fund Transfers	-	-	190,391.66	-	-	-	0.00%
<u>Miscellaneous</u>							
000-491000 Interest Earned	10,000	460.34	7,936.50	4,600.79	-	5,399.21	46.01%
000-491200 Investment Earnings	1,250,000	120,345.78	1,058,624.39	1,038,378.61	-	211,621.39	83.07%
000-497000 Misc Income	-	-	-	-	-	-	0.00%
TOTAL Miscellaneous	1,260,000	120,806.12	1,066,560.89	1,042,979.40	-	217,020.60	82.78%
TOTAL REVENUES	8,343,000	741,411.06	5,170,997.22	6,173,276.64	-	2,169,723.36	73.99%

**SED CORPORATION**  
**CASH IN BANK AND INVESTMENTS**

AS OF: April 30th, 2025

Cash in Bank	Investment Type	Yield	Maturity	Amount
Claim on Operating Cash Pool-Checking	Bank	4.23	-	\$ 393,806.04
Cash in Investments				
Texas Class Investment-Economic Development Corp	Pool*	4.44	-	33,215,349.91
Schertz Bank & Trust-Certificate of Deposit 1 Year	CD	3.75	5/10/2025	1,217,977.12
Schertz Bank & Trust-Certificate of Deposit 1 Year	CD	4.00	1/5/2026	1,177,846.57
<b>Total Cash in Bank &amp; Investments</b>				<b>\$ 36,004,979.64</b>

\*Local Government Investment Pool, most comparable to a Money Market Mutual Fund