



ECONOMIC DEVELOPMENT CORPORATION

NOTICE OF MEETING

AGENDA

JUNE 26, 2025

6:00 P.M.

The City of Schertz Economic Development Corporation (SEDC) Board of Directors will hold a regular monthly meeting on Thursday, JUNE 26, 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.
2. SEDC Board Member Oath of Office for a member appointed by City Council on 05/20/2025 for an unexpired term ending on 09/30/2025. (S.Courney)
 - Sharon Denson

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.*

Minutes

4. Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, May 22, 2025. (S.Wayman/T.Miller)

Presentations

5. Staff briefing on SEDC monthly financial statement for the month of May 2025. (S.Wayman/J.Dycus)

Discussion Items

6. Discussion regarding the Texas Workforce Commission High Demand Job Training Grant Program for Type 4A and 4B Corporations. (S.Wayman/A.Madison)

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
- Project - E-102

Reconvene to Regular Session

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

Requests and Announcements

- Announcements by staff:
 - Offices closed July 4, 2025 - Independence Day
 - Next Regular Board Meeting - July 24, 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 18th day of June, 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: 06/26/2025
Department: Economic Development Corporation
Subject: Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, May 22, 2025. (S.Wayman/T.Miller)

SUBJECT:

Approval of the minutes for the Board of Directors Regular Monthly Meeting held Thursday, May 22, 2025. (S.Wayman/T.Miller)

Attachments

05-22-2025

SCHERTZ

ECONOMIC DEVELOPMENT CORPORATION

MINUTES

Thursday, May 22, 2025

The City of Schertz Economic Development Corporation (SEDC) Board of Directors met for 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 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 Vice President Bill Dixon presided over the meeting and called it to order at 6:02 p.m. Presiding transitioned to Board President Sammi Morrill upon arrival at 6:04 p.m.

Board of Directors President:

Sammi Morrill, Board President
William "Bill" Dixon, Board Vice President
Eryn McElroy, Board Secretary
Mark Moody, Board Treasurer
Bryan Jones, Board Member

Staff Present:

Scott Wayman, Executive Director
Amy Madison, Deputy Director
Tracy Miller, Administrative Assistant
Brian James, Deputy City Manager

Board of Directors Absent:

Reynaldo "Ray" Chavez, Board Member

Others Present:

Tim Brown, Councilmember Liaison
Kelly Iuffredo, The Chamber
Cheny Walker
Betty Trivette, The Chamber

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.*

The members of the Chamber Leadership Core introduced themselves and identified their affiliation. No other public comments were made.

Minutes

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

Board Vice President Bill Dixon asked for a motion to approve the Minutes of the Board of Directors Regular Monthly Meeting held Thursday, April 24, 2025.

Moved by Board Treasurer Mark Moody, seconded by Board Member Bryan Jones.

AYE: Board President Sammi Morrill, Board Vice President Bill Dixon, Board Secretary Eryn McElroy, Board Treasurer Mark Moody, Board Member Bryan Jones.

Unanimous affirmative vote - Motion carries.

Presentations

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

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

April 2025 sales tax received was \$460,990.21, expenses were \$344,989.12, an 7% decrease over the prior year. The 12-month rolling average is 4.9% and still trending up. Notable expenditures include a payment for semi-annual services to City of Schertz, an incentive payment to Sysco Corporation, membership dues to Tri-County Chamber and a purchase to Baudville, Inc for Schertz Lapel pins. Total Cash and Investment figure at the end of April was \$36,004,979.64.

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

Board President Sammi Morrill recessed Open Session to Closed Session at 6:11 p.m.

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

Start time: 6:12 p.m.

End time: 7:09 p.m.

Board President Sammi Morrill reconvened to Open Session at 7:09 p.m.

Reconvene to Regular Session

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

No action was taken based on discussion in Closed Session.

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.
 - Board Secretary Eryn McElroy asked for capital improvement projects (CIP) and future land use priority information and updates.

Adjournment

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

Moved by Board Secretary Eryn McElroy, seconded by Board Vice President Bill Dixon.

AYE: Board President Sammi Morrill, Board Vice President Bill Dixon, Board Secretary Eryn McElroy, Board Treasurer Mark Moody, Board Member Bryan Jones.

Unanimous affirmative vote - Motion carries.

Board President Sammi Morrill adjourned the meeting at 7:14 p.m.

MINUTES PASSED AND APPROVED THIS _____ DAY _____ 2025.

Sammi Morrill
Board President

William Dixon
Board Vice President

SEDC MEMORANDUM

SEDC
Board Meeting: 06/26/2025
Department: Economic Development Corporation
Subject: Staff briefing on SEDC monthly financial statement for the month of May 2025. (S.Wayman/J.Dycus)

SUBJECT:

Staff briefing on SEDC monthly financial statement for the month of May 2025. (S.Wayman/J.Dycus)

Attachments

May Financials

CITY OF SCHERTZ
REVENUE AND EXPENSE REPORT (UNAUDITED)
AS OF: May 31st , 2025

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

620-SED CORPORATION
FINANCIAL SUMMARY OVERVIEW

Revenues

Sales Tax	<u>Sales Tax</u>	\$ 1,672,134.36	Payment Received in May*
		170.2%	Annual Increase
		20.4%	12-Month Rolling Average

Expenses

EDC Interfund Allocations for Project E06	1,849,500.00
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Year-to-Date

Total Revenue	\$ 6,868,642.88	
Total Expenses	<u>\$ 10,087,721.01</u>	
Over/Under		<u>\$ (3,219,078.13)</u>

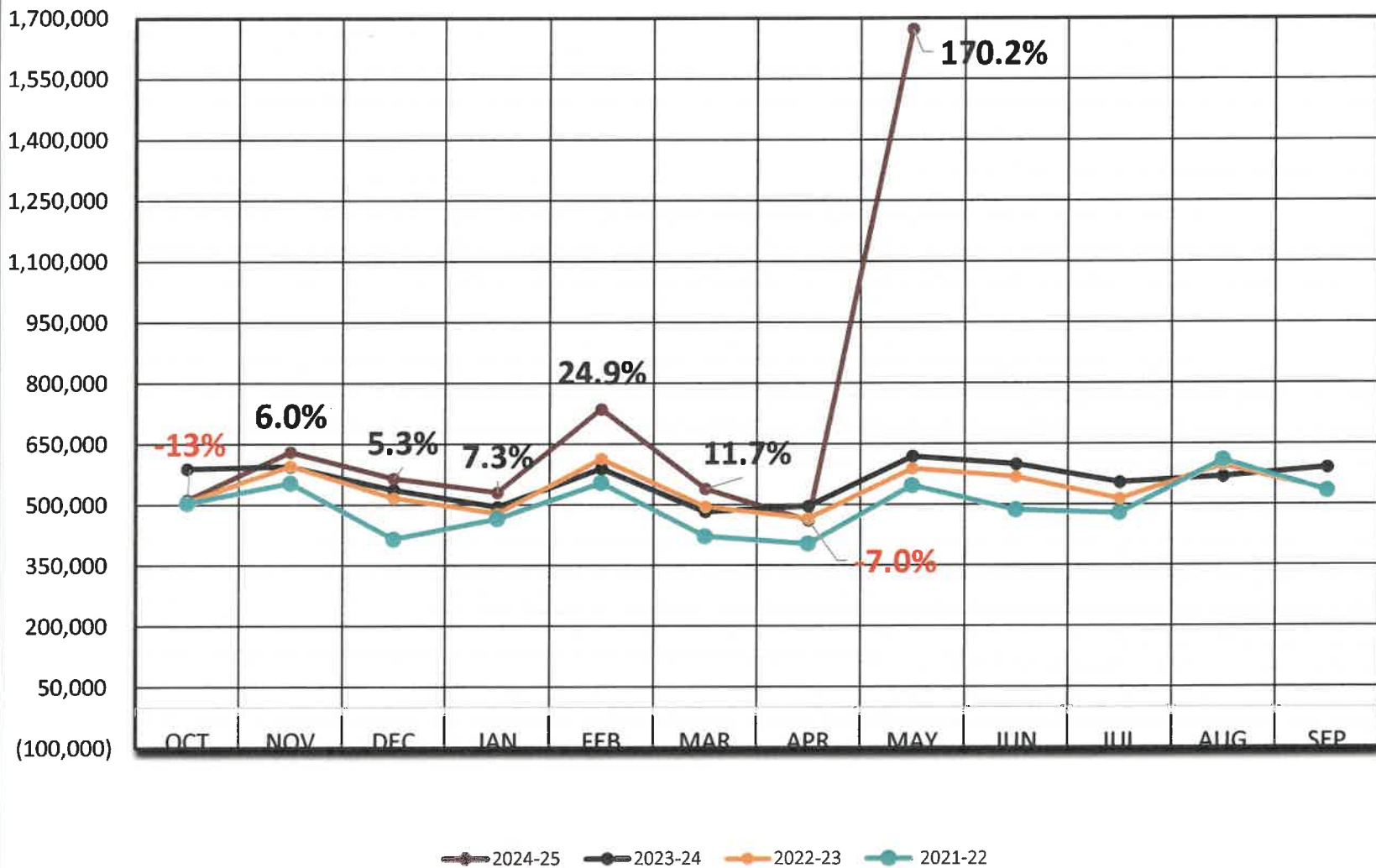
Cash & Investments

Cash	\$ 381,569.50	
Investments	<u>\$ 35,546,713.38</u>	
Total		<u>\$ 35,928,282.88</u>

*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



May 2025 PAYABLES REPORT

VENDOR NAME		DESCRIPTION	AMOUNT
SED CORPORATION	AIA Corporation	15oz Full Color Wrap Around Ceramic Custom Mugs	884.00
	Amazon Capital Services Inc.	Supplies	55.01
	Citibank - Amy Madison	IEDC, IAMC, TEDC, Memberships/Travel	1,774.93
	Citibank - Ashley Ritchy	TEDC Travel, Monthly Subscriptions	1,640.21
	Citibank - Scott Wayman	Travel/luncheons	122.00
	Citibank - Tracy Miller	Luncheons/Subscriptions	554.81
	Denton Navarro Rodriguez Bernal Santee & Zech	April Legal Services	23.00
	EDC Interfund Allocations for Project E06	Transfer Funds from EDC to Project E06 in order to close out	1,849,500.00
	Ubeo, LLC	Copier Rental	276.55
	Wex Bank	Fiscal Year Fuel	42.35
		SUBTOTAL:	1,854,872.86
		TOTAL:	\$1,854,872.86

CITY OF SCHERTZ
REVENUE AND EXPENSE REPORT (UNAUDITED)
AS OF: May 31st , 2025

***** 2024 - 2025 *****							
620-SED CORPORATION	CURRENT	CURRENT	PRIOR YEAR	CURRENT	Y-T-D	BUDGET	% OF
FINANCIAL SUMMARY	BUDGET	PERIOD	Y-T-D ACTUAL	Y-T-D ACTUAL	ENCUMBR	BALANCE	BUDGET
<u>REVENUE SUMMARY</u>							
Taxes	7,083,000	577,381.81	4,580,918.27	5,690,123.70	-	1,392,876.30	80.33%
Fund Transfers	-	-	190,391.66	-	-	-	0.00%
Miscellaneous	1,260,000	135,539.78	1,231,037.68	1,178,519.18	-	81,480.82	93.53%
TOTAL REVENUES	8,343,000	712,921.59	6,002,347.61	6,868,642.88	-	1,474,357.12	82.33%
<u>EXPENDITURE SUMMARY</u>							
<u>NONDEPARTMENTAL</u>							
City Supported Services*	15,299,100	1,849,500.00	58,984.70	9,335,299.17	-	5,963,800.83	61.02%
TOTAL NONDEPARTMENTAL	15,299,100	1,849,500	58,985	9,335,299.17	-	5,963,800.83	61.02%
<u>ECONOMIC DEVELOPMENT</u>							
Personnel Services	24,575	2,585.82	9,891.14	13,726.91	-	10,848.09	55.86%
Supplies & Equipment	61,175	128.61	13,752.10	23,155.05	-	38,019.95	37.85%
City Supported Services	214,500	-	3,656.89	1,421.34	-	213,078.66	0.66%
Utility Services	316,825	382.35	151,804.08	38,512.57	422.87	277,889.56	12.29%
Operating Expense	88,585	2,253.08	43,891.45	65,939.47	829.65	21,815.88	75.37%
Professional Services	664,080	23.00	548,920.00	609,666.50	-	54,413.50	91.81%
Fund Charges/Transfers	-	-	-	-	-	-	0.00%
TOTAL ECONO DEVELOPMENT	1,369,740	5,372.86	771,915.66	752,421.84	1,252.52	616,065.64	55.02%
TOTAL EXPENDITURES	16,668,840	1,854,872.86	830,900.36	10,087,721.01	1,252.52	6,579,866.47	60.53%
** REVENUE OVER(UNDER) EXPEND	(8,325,840)	(1,141,951.27)	5,171,447	(3,219,078)			

CITY OF SCHERTZ

REVENUE REPORT (UNAUDITED)

AS OF: May 31st, 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	577,381.81	4,580,918.27	5,690,123.70	-	1,392,876.30	80.33%
TOTAL Taxes	7,083,000	577,381.81	4,580,918.27	5,690,123.70	-	1,392,876.30	80.33%
<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	-	8,502.20	4,600.79	-	5,399.21	46.01%
000-491200 Investment Earnings	1,250,000	135,539.78	1,222,535.48	1,173,918.39	-	76,081.61	93.91%
000-497000 Misc Income	-	-	-	-	-	-	0.00%
TOTAL Miscellaneous	1,260,000	135,539.78	1,231,037.68	1,178,519.18	-	81,480.82	93.53%
TOTAL REVENUES	8,343,000	712,921.59	6,002,347.61	6,868,642.88	-	1,474,357.12	82.33%

SED CORPORATION
CASH IN BANK AND INVESTMENTS

AS OF: May 31st , 2025

Cash in Bank	Investment Type	Yield	Maturity	Amount
Claim on Operating Cash Pool-Checking	Bank	4.24	-	\$ 381,569.50
Cash in Investments				
Texas Class Investment-Economic Development Corp	Pool*	4.41	-	33,139,877.84
Schertz Bank & Trust-Certificate of Deposit 1 Year	CD	4.00	5/10/2026	1,228,988.97
Schertz Bank & Trust-Certificate of Deposit 1 Year	CD	4.00	1/5/2026	1,177,846.57
Total Cash in Bank & Investments				\$ 35,928,282.88

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