



**REGULAR MEETING OF THE RICE COMMUNITY  
ECONOMIC DEVELOPMENT CORPORATION  
RICE, TEXAS**

**October 28, 2024  
6:00 PM  
Rice City Hall – Business Hub  
305 N. Dallas Street  
Rice, TX 75155**

**AGENDA**

**1. Roll Call**

- a. Brandi Solomon
- b. Garry Teague
- c. Rolando Chapa
- d. James Franks
- e. Tonya Roberts
- f. Donna Gipson
- g. Sarah Farley
- h. Archa Cassel

**2. Pledge of Allegiance**

**The Pledge of Allegiance to the Flag**

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

**3. Texas Pledge of Allegiance**

**The Pledge of Allegiance to the Texas State Flag**

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

**4. Prayer**

**5. Public Forum**

**6. Agenda Items**

- a. Discuss and Deliberate Incentive Agreement for 2025
  - Application status from 2024 Business Development Grant
  - Storefront Improvement Incentive Application (2025)
- b. Discuss and Deliberate Downtown Plan – Phase 1
  - Lights: Placement, Purchase/Use Donated Lights
  - Electricity: Placement of Outlets
  - Flag Pole: Placement & Purchase
- c. Discuss and Deliberate Downtown Plan Phase 2
  - Walking paths, concession stands, food truck parking, seating, covered space, etc. SEE EXAMPLE:  
<https://youtu.be/kYZK-rlht9I?si=356WRHxwxdLA5f2M>
- d. Discuss and Deliberate Financial Statement
  - See attachment
- e. Discuss and Deliberate 09/09/24 Meeting Minutes
  - See attachment

**7. Adjourn**

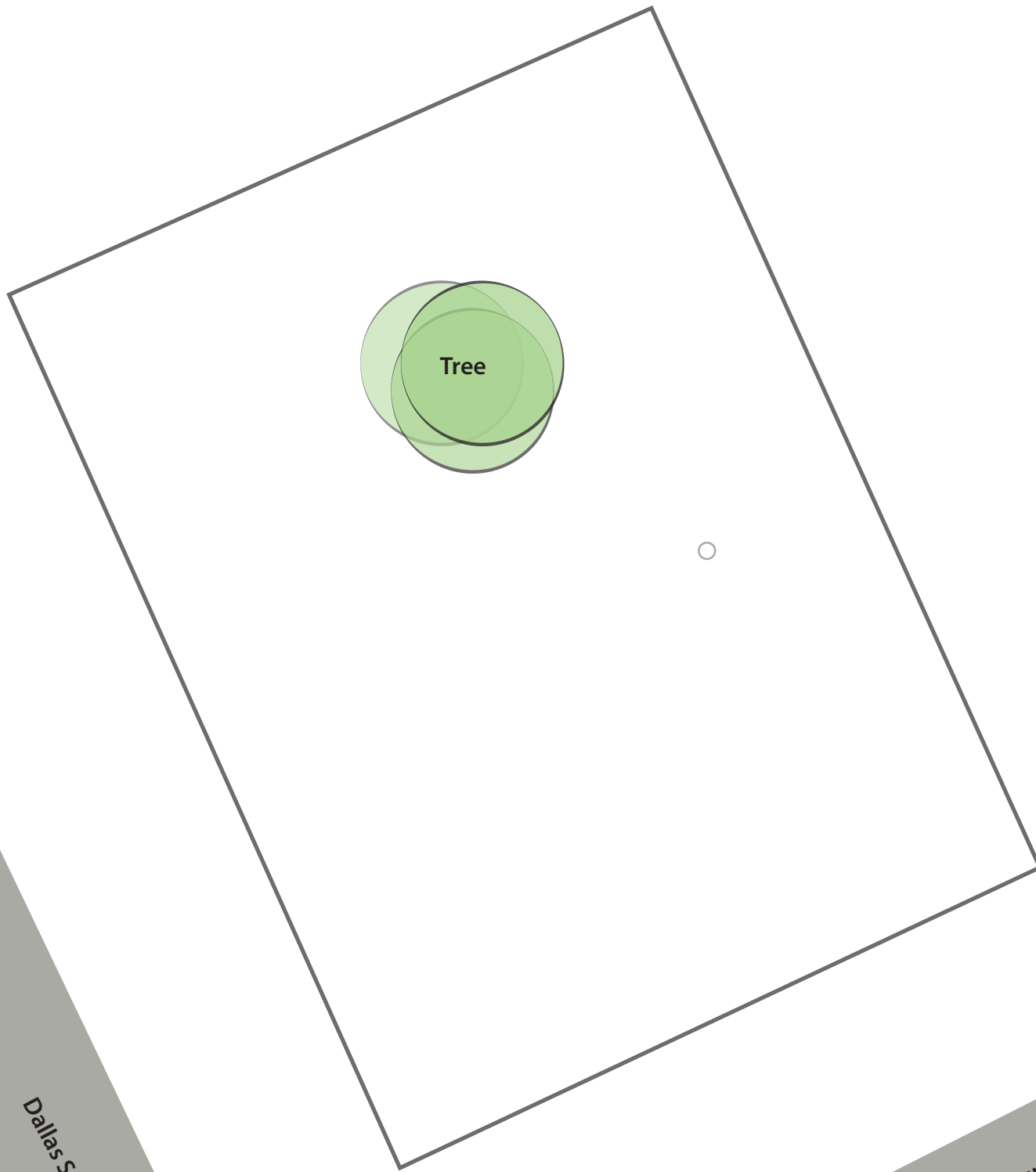
I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Rice, Texas, a place readily accessible to the general public at all times, on the 24<sup>th</sup> day of October, 2024 by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

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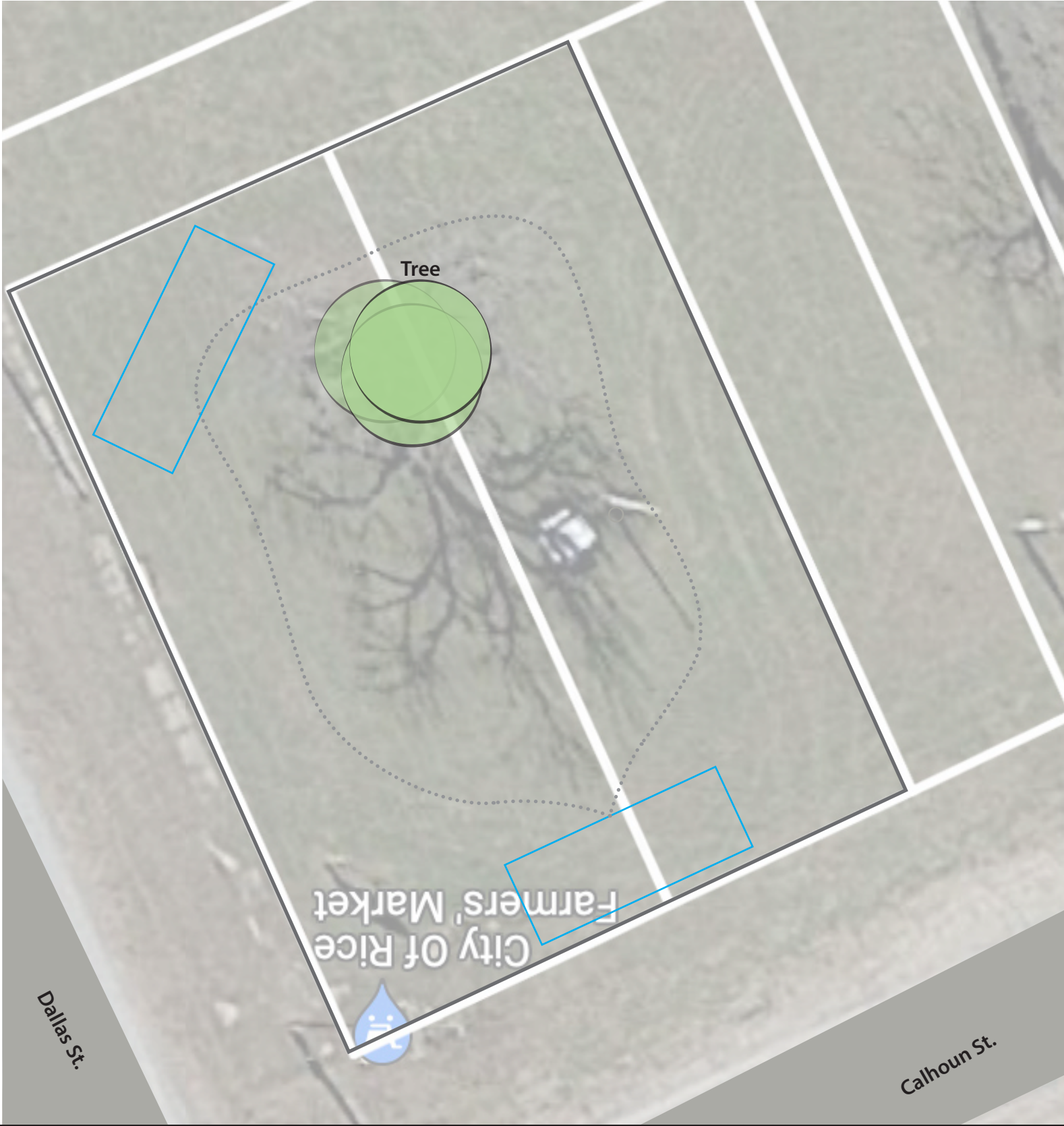
Name

Title

# PHASE 1: Downtown Property Improvement - Lights & Electric



**PHASE 2: Downtown Property Improvement  
Covered Structure/s, Entrance, Food Truck Pads,  
Foot Paths, Seating**



# City of Rice Financial Statement As of September 30, 2024

950 - Rice EDC	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Sales & Property Taxes	3,715.00	4,500.00	(785.00)	57,470.20	45,000.00	127.71%	(12,470.20)
Other Revenue Sources	0.00	1,866.67	(1,866.67)	11,200.00	11,200.00	100.00%	0.00
Grants & Donations	0.00	5,000.00	(5,000.00)	50,000.00	50,000.00	100.00%	0.00
EDC Account Carry Forward Year End	0.00	11,126.84	(11,126.84)	0.00	132,936.00	0.00%	132,936.00
Revenue Totals	3,715.00	22,493.51	(18,778.51)	118,670.20	239,136.00	49.62%	120,465.80
<b>Expense Summary</b>							
Personnel/Payroll	0.00	1,841.40	(1,841.40)	5,453.01	22,000.00	24.79%	16,546.99
Office & Supplies	0.00	66.85	(66.85)	751.36	800.00	93.92%	48.64
Legal & Professional Fees	277.50	167.40	110.10	277.50	2,000.00	13.88%	1,722.50
Operating Expense	1,000.00	376.65	623.35	1,399.79	4,500.00	31.11%	3,100.21
Community Programs & Donations	0.00	7,425.88	(7,425.88)	42,854.67	66,700.00	64.25%	23,845.33
Not Categorized	0.00	5,000.00	(5,000.00)	50,000.00	50,000.00	100.00%	0.00
Capital	0.00	833.37	(833.37)	0.00	10,000.00	0.00%	10,000.00
Grant Expense	0.00	2,511.00	(2,511.00)	0.00	30,000.00	0.00%	30,000.00
EDC Reserves	0.00	4,447.58	(4,447.58)	16,849.43	53,136.00	31.71%	36,286.57
Expense Totals	1,277.50	22,670.13	(21,392.63)	117,585.76	239,136.00	49.17%	121,550.24

City of Rice

Financial Statement

As of September 30, 2024

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>950 - Rice EDC</b>							
<b>Sales &amp; Property Taxes</b>							
950-4132 4B Economic Development Sales	3,715.00	4,500.00	(785.00)	57,470.20	45,000.00	127.71%	(12,470.20)
Sales & Property Taxes Totals	3,715.00	4,500.00	(785.00)	57,470.20	45,000.00	127.71%	(12,470.20)
<b>Other Revenue Sources</b>							
950-4190 Other Income	0.00	1,866.67	(1,866.67)	11,200.00	11,200.00	100.00%	0.00
Other Revenue Sources Totals	0.00	1,866.67	(1,866.67)	11,200.00	11,200.00	100.00%	0.00
<b>Grants &amp; Donations</b>							
950-4909 Rice EDC Home Town T-Mobile	0.00	5,000.00	(5,000.00)	50,000.00	50,000.00	100.00%	0.00
Grants & Donations Totals	0.00	5,000.00	(5,000.00)	50,000.00	50,000.00	100.00%	0.00
<b>EDC Account Carry Forward Year End Estimated Balance</b>							
950-8001 EDC Account Carry Forward Year	0.00	11,126.84	(11,126.84)	0.00	132,936.00	0.00%	132,936.00
EDC Account Carry Forward Year End Estimated Balance Totals	0.00	11,126.84	(11,126.84)	0.00	132,936.00	0.00%	132,936.00
<b>Revenue Totals</b>	<b>3,715.00</b>	<b>22,493.51</b>	<b>(18,778.51)</b>	<b>118,670.20</b>	<b>239,136.00</b>	<b>49.62%</b>	<b>120,465.80</b>

City of Rice  
 Financial Statement  
 As of September 30, 2024

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<b>950 - Rice EDC</b>	Current	Current	Budget	YTD	Annual	% Budget	Budget
<b>EDC General Administration</b>	Month Actual	Month Budget	Variance	Actual	Budget	Used	Remaining
Capital	0.00	833.37	(833.37)	0.00	10,000.00	0.00%	10,000.00
Community Programs & Donations	0.00	7,425.88	(7,425.88)	42,854.67	66,700.00	64.25%	23,845.33
EDC Reserves	0.00	4,447.58	(4,447.58)	16,849.43	53,136.00	31.71%	36,286.57
Grant Expense	0.00	2,511.00	(2,511.00)	0.00	30,000.00	0.00%	30,000.00
Legal & Professional Fees	277.50	167.40	110.10	277.50	2,000.00	13.88%	1,722.50
Not Categorized	0.00	5,000.00	(5,000.00)	50,000.00	50,000.00	100.00%	0.00
Office & Supplies	0.00	66.85	(66.85)	751.36	800.00	93.92%	48.64
Operating Expense	1,000.00	376.65	623.35	1,399.79	4,500.00	31.11%	3,100.21
Personnel/Payroll	0.00	1,841.40	(1,841.40)	5,453.01	22,000.00	24.79%	16,546.99
<b>EDC General Administration Totals</b>	<b>1,277.50</b>	<b>22,670.13</b>	<b>(21,392.63)</b>	<b>117,585.76</b>	<b>239,136.00</b>	<b>49.17%</b>	<b>121,550.24</b>
<b>Expense Total</b>	<b>1,277.50</b>	<b>22,670.13</b>	<b>(21,392.63)</b>	<b>117,585.76</b>	<b>239,136.00</b>	<b>49.17%</b>	<b>121,550.24</b>

# City of Rice Financial Statement As of September 30, 2024

950 - Rice EDC EDC General Administration	Current	Current	Budget	YTD	Annual	% Budget	Budget
	Month Actual	Month Budget	Variance	Actual	Budget	Used	Remaining
950-10-5109 Contract Labor	0.00	1,255.50	(1,255.50)	4,705.00	15,000.00	31.37%	10,295.00
950-10-5201 Office Supplies	0.00	41.85	(41.85)	474.87	500.00	94.97%	25.13
950-10-5202 Printing Supplies	0.00	16.63	(16.63)	262.79	200.00	131.40%	(62.79)
950-10-5203 Postage	0.00	8.37	(8.37)	13.70	100.00	13.70%	86.30
950-10-5206 Training Expense	0.00	585.90	(585.90)	748.01	7,000.00	10.69%	6,251.99
950-10-5223 Audit Expense	0.00	83.70	(83.70)	0.00	1,000.00	0.00%	1,000.00
950-10-5224 Legal and Professional Fees	277.50	83.70	193.80	277.50	1,000.00	27.75%	722.50
950-10-5227 Advertising	0.00	292.95	(292.95)	399.79	3,500.00	11.42%	3,100.21
950-10-5229 Public & Employee Relations	0.00	209.25	(209.25)	2,399.97	2,500.00	96.00%	100.03
950-10-5375 Rice EDC T-Mobile Home	0.00	5,000.00	(5,000.00)	50,000.00	50,000.00	100.00%	0.00
950-10-5452 Hardware/Software	1,000.00	83.70	916.30	1,000.00	1,000.00	100.00%	0.00
950-10-5700 Property Acquisitions	0.00	833.37	(833.37)	0.00	10,000.00	0.00%	10,000.00
950-10-5702 Business Improvement	0.00	2,511.00	(2,511.00)	0.00	30,000.00	0.00%	30,000.00
950-10-8009 EDC Reserves	0.00	4,447.58	(4,447.58)	16,849.43	53,136.00	31.71%	36,286.57
950-10-9501 Recreational Improvements	0.00	4,966.63	(4,966.63)	28,454.70	37,200.00	76.49%	8,745.30
950-10-9502 EDC Property Improvements	0.00	1,250.00	(1,250.00)	0.00	15,000.00	0.00%	15,000.00
950-10-9503 Additional Development	0.00	1,000.00	(1,000.00)	12,000.00	12,000.00	100.00%	0.00
EDC General Administration Totals	1,277.50	22,670.13	(21,392.63)	117,585.76	239,136.00	49.17%	121,550.24
Expense Totals	1,277.50	22,670.13	(21,392.63)	117,585.76	239,136.00	49.17%	121,550.24





**REGULAR MEETING OF THE RICE COMMUNITY  
ECONOMIC DEVELOPMENT CORPORATION  
RICE, TEXAS**

**Monday, September 09, 2024**

**6:00 PM**

**Rice City Hall – Business Hub**

**305 N. Dallas Street**

**Rice, TX 75155**

**Minutes**

**1. Roll Call**

- a. Garry Teague
- b. Rolando Chapa - absent
- c. James Franks
- d. Tonya Roberts
- e. Donna Gipson
- f. Sarah Farley
- g. Brandi Solomon
- h. Archa Cassel - absent

**2. Pledge of Allegiance**

**The Pledge of Allegiance to the Flag**

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

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"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.

**4. Prayer – Lead by Garry Teague**

**5. Public Forum – Clay Jones introduced himself and expressed interest in advising the EDC, he is a local, retired developer from Dallas**

## 6. Agenda Items

- a. Discuss: Francisco Estrada to Present Ideas for Downtown Development  
– Mr. Estrada was not present at the meeting.
- b. Discuss and Deliberate 2025 Projects as they align with our Budget  
(for presentation to the City Council)

### COMMUNITY DEVELOPMENT

- we will continue the downtown project as was previously decided: budget dollars toward lights/electricity and Archa will look for grant funding – will review plans with new members in our next meeting, will continue to discuss other project options (no motions/votes)

### BUSINESS DEVELOPMENT

- Reserve budget money for business development as it applies to vetting businesses that will increase sales tax revenue.
    - discussed incentives, City will need to pass ordinance for tax abatements, discussed event ideas, etc), Brandi mentioned the Business Fair/Taste of Rice, etc.
  - Discuss Event Ideas and Details for Promoting Business and Viability in Rice (Taste of Rice/Business Fair/Property)
    - , Garry suggested a gun show (need to review the EDC's ability to directly collect entry fees
  - Offer and promote grant opportunities through other organizations, help coordinate training programs for the local workforce, etc. (no cost)
    - Discussed attracting business that will increase sales tax revenue
  - Update our website to reflect a mission toward attracting new business, promoting commercial real estate, and offering resources that create economic growth.
- c. Discuss Updates for Grant Applications and opportunities as they apply to our Projects
    - Review grant opportunities, project updates, etc.
      - Archa was not present to discuss/we will support small businesses with other grants as mentioned in previous minutes
  - d. Discuss and Deliberate Paperwork and Final Stipulations for Each Business Development Grant Recipient (for the lawyer to create contracts from)
    - Discussed creating our own contracts, or having the lawyer write one contract to use as a template to avoid fees (the lawyer fees are \$180/hour).
    - It was noted that we might not have contracts completed before the end of the fiscal year, but that we can reserve the grant allotment as incumbent funds.
      - Marerro Insurance Group

- Need to receive confirmation from City of Rice that they are in good standing with rent payments, and have also obtained approval for their plans of converting the room to a call center

Motion to table contract until confirmation is received was made by James Franks, 2<sup>nd</sup> by Garry Teague – all in favor, no nays  
Motion Passed

- El Rincon de Michoahan

- Reviewed the new paperwork for their application, needed more info. City will need to approve plans.

Motion was made to award \$5,000 for updates to their electrical pole/panel by James Franks upon receipt of City’s plan approval, 2<sup>nd</sup> by Garry Teague, all in favor – no nays.  
Motion Passed.

- Soggy Peso

- We discussed needing an invoice for the new washers as per their application, James Franks agreed to follow-up with Soggy Peso. (no motions were made)

*\* Addendum: It was discovered that Soggy Peso submitted a new grant application in August, and no longer wants to pursue the purchase of the updated washing machines per their original application. The new application was not accepted as it was submitted past the due date of 07/22/24. Any new funding application will need to be submitted for the new fiscal year.*

e. Discuss and Deliberate Financial Statements

- See attachment

- It was noted that the Bank balance was \$114,000.00

Motion was made to approve the financial statement by Garry Teague, 2<sup>nd</sup> by James Franks. All in favor, no nays. Motion Passed.

f. Discuss and Deliberate EDC Meeting Minutes

- See attachment

- Motion was made to approve the minutes by Tonya Roberts, 2<sup>nd</sup> by James Franks. All in favor, no nays. Motion passed.

## 7. Adjourn

Garry made a motion to adjourn, Tonya 2<sup>nd</sup>. All in favor, motion passed.

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrator