



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

**January, 27th
6:00 PM
Rice City Hall – Business Hub
305 N. Dallas Street
Rice, TX 75155**

AGENDA

1. Roll Call

- a. Brandi Solomon
- b. Rolando Chapa
- c. James Franks
- d. Tonya Roberts
- e. Donna Gipson
- f. Sarah Farley
- g. Tiffany Zwinge
- h. Archa Cassel (Coordinator)

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 Board Member Updates

Welcome New Board Member, Tiffany Zwinge, position 1

Positions are as follows:

- 1) Tiffany Zwinge 06/25
- 2) Donna Gipson 06/26
- 3) Tonya Roberts 06/25
- 4) Rolando Chapa 06/26
- 5) Sarah Farley 06/25
- 6) James Franks 06/26
- 7) Brandi Solomon 06/25

- b. Discuss: Project Updates

Archa will review progress on EDC Event 4/26/25 & downtown

- c. Discuss and Deliberate Items for Downtown Development Project

We need to identify the following for pricing and potential donors

- Benches
- Trash Bins
- Trees/plants/planter boxes

- d. Discuss and Deliberate December Financial Statement

- See attachment

- e. Discuss and Deliberate 12/16/24 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 23rd day of January, 2025 by 5:00 p.m., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Name

Title



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

**December 16, 2024
6:00 PM
Rice City Hall – Business Hub
305 N. Dallas Street
Rice, TX 75155**

MINUTES

- 1. Roll Call**
 - a. Brandi Solomon - present
 - b. Rolando Chapa - present
 - c. James Franks – present (6:14pm arrival)
 - d. Tonya Roberts - absent
 - e. Donna Gipson – present
 - f. Sarah Farley - present
 - g. Archa Cassel - present

- 2. Pledge of Allegiance**
- 3. Texas Pledge of Allegiance**
- 4. Prayer**
- 5. Public Forum**

6. Agenda Items

- a. Discuss opening for new Board member
 - Garry Teague letter of resignation/review member position & remainder term. - Prospective new member is Tiffanie Zwinge, she is currently on the planning and zoning committee in Rice. Previously held a chair in Vermont for planning and zoning. She has previous event planning experience, and voiced a concern about Rice not getting too big too fast. New member would take Garry's year (even or odd) for reelection.
 - Tiffany Zwinge's was appointed as EDC Board Member as of 01/16/2025

- b. Discuss Downtown Development Project
 - Review progress, site map, etc. - Archa is getting bids from electricians, the flag pole is in the sleeve but not complete. We are waiting for the pole door for the rope. City council approved our plan for phase 1. We will need to schedule a public hearing to notify the citizens of Rice of our intended plan. We are seeking input for the existing pole, whether or not it should be moved onto our property and a new meter installed. We need to be in contact with the planning and zoning board regarding our proposed agreement with Mr. Estrada regarding planting greenery or other collaborations for the border of our properties. Opinions also needed on bench and arch styles, tree type, etc details.

- c. Discuss 4/26 Promotional Event Updates
 - Archa will review event details - theme, ideas, etc. - Discover Rice, a passport available a month before advertising the current restaurants in Rice. Visitors will be tasked to obtain a stamp from each of the restaurants, and once completed they will receive a prize. We will also have space in the gym for other businesses to set up. The EDC will have a booth set up for educational material for local businesses.

- d. Discuss and deliberate what to do with existing park lights
 - Sell, auction, donate, dispose, etc. - We have decided to use a different style of light. James made a motion to auction the old lights at C & L. Rolando Seconded the Motion. Ayes - Sarah, Donna, Brandi. - Motion Passed

- e. Discuss and Deliberate November Financial Statement
 - Flag pole installation has been updated in the bank statement. James made a motion to accept. Donna seconded. Ayes - Rolando, Sarah, Brandi - Motion Passed

- f. Discuss and Deliberate 11/08/24 Meeting Minutes
 - See attachment Donna made a motion to accept. James made a motion. Ayes - Rolando, Sarah, Brandi - Motion Passed

7. Adjourn

James made a motion to adjourn. Donna seconded. Ayes - Rolando, Sarah, Brandi.

Motion Passed

Attest: _____ Date: _____
Secretary

Attest: _____ Date: _____
Administrator

City of Rice Financial Statement As of December 31, 2024

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Sales & Property Taxes	3,294.19	4,200.00	(905.81)	10,727.90	60,000.00	17.88%	49,272.10
Other Revenue Sources	14.94	0.00	14.94	14.94	0.00	0.00%	(14.94)
EDC Account Carry Forward Year End	0.00	7,746.90	(7,746.90)	0.00	93,000.00	0.00%	93,000.00
Revenue Totals	3,309.13	11,946.90	(8,637.77)	10,742.84	153,000.00	7.02%	142,257.16
Expense Summary							
Personnel/Payroll	500.00	1,041.25	(541.25)	500.00	12,500.00	4.00%	12,000.00
Office & Supplies	0.00	74.97	(74.97)	0.00	900.00	0.00%	900.00
Legal & Professional Fees	0.00	166.60	(166.60)	46.25	2,000.00	2.31%	1,953.75
Operating Expense	0.00	166.60	(166.60)	0.00	2,000.00	0.00%	2,000.00
Community Programs & Donations	0.00	2,916.00	(2,916.00)	3,000.00	35,000.00	8.57%	32,000.00
Capital	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
Grant Expense	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
EDC Reserves	0.00	3,381.98	(3,381.98)	0.00	40,600.00	0.00%	40,600.00
Expense Totals	500.00	12,745.40	(12,245.40)	3,546.25	153,000.00	2.32%	149,453.75

City of Rice
 Financial Statement
 As of December 31, 2024

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
950 - Rice EDC							
Sales & Property Taxes							
950-4132 4B Economic Development Sales	3,294.19	4,200.00	(905.81)	10,727.90	60,000.00	17.88%	49,272.10
Sales & Property Taxes Totals	3,294.19	4,200.00	(905.81)	10,727.90	60,000.00	17.88%	49,272.10
Other Revenue Sources							
950-4190 Other Income	14.94	0.00	14.94	14.94	0.00	0.00%	(14.94)
Other Revenue Sources Totals	14.94	0.00	14.94	14.94	0.00	0.00%	(14.94)
EDC Account Carry Forward Year End Estimated Balance							
950-8001 EDC Account Carry Forward Year	0.00	7,746.90	(7,746.90)	0.00	93,000.00	0.00%	93,000.00
EDC Account Carry Forward Year End Estimated Balance Totals	0.00	7,746.90	(7,746.90)	0.00	93,000.00	0.00%	93,000.00
Revenue Totals	3,309.13	11,946.90	(8,637.77)	10,742.84	153,000.00	7.02%	142,257.16

City of Rice Financial Statement As of December 31, 2024

950 - Rice EDC	Current	Current	Budget	YTD	Annual	% Budget	Budget
EDC General Administration	Month Actual	Month Budget	Variance	Actual	Budget	Used	Remaining
Capital	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
Community Programs & Donations	0.00	2,916.00	(2,916.00)	3,000.00	35,000.00	8.57%	32,000.00
EDC Reserves	0.00	3,381.98	(3,381.98)	0.00	40,600.00	0.00%	40,600.00
Grant Expense	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
Legal & Professional Fees	0.00	166.60	(166.60)	46.25	2,000.00	2.31%	1,953.75
Office & Supplies	0.00	74.97	(74.97)	0.00	900.00	0.00%	900.00
Operating Expense	0.00	166.60	(166.60)	0.00	2,000.00	0.00%	2,000.00
Personnel/Payroll	500.00	1,041.25	(541.25)	500.00	12,500.00	4.00%	12,000.00
EDC General Administration Totals	500.00	12,745.40	(12,245.40)	3,546.25	153,000.00	2.32%	149,453.75
Expense Total	500.00	12,745.40	(12,245.40)	3,546.25	153,000.00	2.32%	149,453.75

City of Rice
 Financial Statement
 As of December 31, 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	500.00	833.00	(333.00)	500.00	10,000.00	5.00%	9,500.00
950-10-5201 Office Supplies	0.00	41.65	(41.65)	0.00	500.00	0.00%	500.00
950-10-5202 Printing Supplies	0.00	24.99	(24.99)	0.00	300.00	0.00%	300.00
950-10-5203 Postage	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
950-10-5206 Training Expense	0.00	208.25	(208.25)	0.00	2,500.00	0.00%	2,500.00
950-10-5223 Audit Expense	0.00	83.30	(83.30)	0.00	1,000.00	0.00%	1,000.00
950-10-5224 Legal and Professional Fees	0.00	83.30	(83.30)	46.25	1,000.00	4.63%	953.75
950-10-5227 Advertising	0.00	83.30	(83.30)	0.00	1,000.00	0.00%	1,000.00
950-10-5229 Public & Employee Relations	0.00	416.50	(416.50)	0.00	5,000.00	0.00%	5,000.00
950-10-5452 Hardware/Software	0.00	83.30	(83.30)	0.00	1,000.00	0.00%	1,000.00
950-10-5700 Property Acquisitions	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
950-10-5702 Business Improvement	0.00	2,499.00	(2,499.00)	0.00	30,000.00	0.00%	30,000.00
950-10-8009 EDC Reserves	0.00	3,381.98	(3,381.98)	0.00	40,600.00	0.00%	40,600.00
950-10-9501 Recreational Improvements	0.00	1,249.50	(1,249.50)	0.00	15,000.00	0.00%	15,000.00
950-10-9502 EDC Property Improvements	0.00	1,250.00	(1,250.00)	3,000.00	15,000.00	20.00%	12,000.00
EDC General Administration Totals	500.00	12,745.40	(12,245.40)	3,546.25	153,000.00	2.32%	149,453.75
Expense Totals	500.00	12,745.40	(12,245.40)	3,546.25	153,000.00	2.32%	149,453.75