



CITY OF SWEENY

102 W. Ashley Wilson Rd. • PO Box 248 • Sweeny, Texas 77480 • P: (979) 548-3321

City Secretary – Monthly Departmental Update

Reporting Period FY25/26: October 01-31

Council/Board Related Activities

- Council Meetings Prepared: 2
 - Agendas, Packets, Minutes, and Prep/Finalizations
- Ordinances Completed and Codified: 3
- Resolutions Completed: 3
- Proclamations Issued: 1
- Capital Improvement Committee Meetings Prepared: 4
 - Agendas, Prep/Finalizations
- Notice of Potential Quorums: 1

Grants and Funding Opportunities

- CDBG Rescope & LMI eligibility Calculated: *Processed & Re-Submitted*
- GLO RCP Comprehensive Plan Award \$250,000 & Scoping Meeting
- GLO Ave A Sewer Proj. Audit Prep; Audit 11/3/2025
- TMCA Course Completed- Grant & Admin
- FEMA PA Deadlines; DR4798 No. 720

Public Information Act (PIA)

- Public Information Requests:
 - Received 11
 - Fulfilled 10
 - Time Ext. Requested 1
 - Extensive 2
- OGA Opinions Received 3
 - Responses to Requestors 3

Communications / IT

- Website Updates: *Content, Calendar, Newsfeeds, Closures, and Required Postings*
- CTY's: 2
- Email & Computer Annual Audit with Square 3

General Department Operations

- FundView Conversion:
 - Meetings: *Ongoing*
 - FundView Court Data Pull Completed 10/28; Expected Live date is 11/12/25
- Records Retention: *Records Obtained by RCI for Destruction- 48 boxes*
- Contract Negotiations- Waste Connections
- TMCEC Legislative Update
- TMCA Learning Boost
- TIRZ Meeting
- Realtor/Financing Meeting
- Christmas Parade Application Submitted & Permit Obtained from TxDot
- Assessed/Assigned 911 Addresses: 6

Elections

- 2026 Elections: *Initiated & In Progress*