



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: April 01-30

Council/Board Related Activities

- Council Meetings Prepared: 2
 - Agendas, Packets, Minutes, and Prep/Finalizations
- CIC Meeting Prepared for 05/07 1
 - Agenda Creation, Minutes Worksheet, Chairmans Notes
- Resolutions Completed: 1
- Ordinances Completed: 0
- Notice of Potential Quorums: 2

Grants and Funding Opportunities

- GLO Sewer/Ave A Project Closeout In Progress; Final Document Submittals; Progress Meeting
- ARPA closeout started
- TWDB WSIG grant application creation in progress- Conservation Plan Creation
- RCP initial kickoff and phase I completed

Public Information Act (PIA)

- Public Information Requests:
 - Completed 17
 - Extensive 2
 - OGA Opinions Requested 4
- PIR Webinar- Legislative Updates to PD Records

Communications / IT

- Website Updates: *Content, Calendar, Newsfeeds, Closures, Elections, and Required Postings*
- CTY's & Facebook Postings as needed
- ADA Discussions with DOJ, Revize- Mandate of ADA new Requirements

General Department Operations

- TABC Legislative Update Webinar
- Utility Billing Manager position reviews
- Litigation Hold Meetings/Processing/IT Updates
- Ordinance Research for Possible Amendments to Legislative Updates
- Rezone Application Submittals; EDC Industrial Park
- Filing Completions for Annexation

Elections

Full Elections statutory filings, postings, campaign finance filings, and required notices as per the Election Code.