City of Hutto

Agenda

Economic Development Corporation (EDC) Board Meeting
and
Community Development Corporation (CDC) Board Meeting
Tuesday, July 13, 2021 at 6:30 PM
City Council Chambers

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

1. CALL SESSION TO ORDER

2. ROLL CALL

2.1. Mike Arismendez, Chair
Don Carlson, Vice Chair
Shawn Lucas, Secretary/Treasurer
Marqueta Grant, Board Member
Victor Henry, Board Member
Mike Snyder, Board Member
Randal Clark, Board Member

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the Community Development Corporation on agenda issues and on non-agenda issues (i.e., Corporation policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4913 during business hours. Each person providing public comment will be limited to 3 minutes. (Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits governing bodies from fully discussion, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the Corporation Staff for action may be placed on the agenda of a future meeting.)

5. CONSENT AGENDA

5.1. Consideration and possible action on approval of the April 5, 2021 Hutto Economic Development Corporation and the Hutto Community Development Corporation Type B Board of Directors' meeting minutes.

5.2. Consideration and possible action on approval of the June 7, 2021 Hutto Economic Development Corporation and the Hutto Community Development Corporation Type B Board of Directors' meeting minutes. (Holly Nagy)

5.3. Consideration and possible action to approve Opportunity Austin Membership Dues.

6. AGENDA ITEMS

6.1. Welcome Director Randal Clark, appointed to the Board of Directors for the Hutto Economic Development Corporation and the Hutto Community Development Corporation by the Hutto City Council, effective June 17, 2021.

6.2. Update on monthly financials and discussion and possible action to reimburse the City of Hutto for all outstanding expenditures paid by the City on behalf of the EDC.

6.3. Discussion and possible action on the Fiscal Year 2022 Economic Development Corporation and Community Development Corporations' Budget.

6.4. Discussion of and possible action regarding amendments to the Bylaws of both corporations to prevent any Hutto City Council member concurrently serving on the Board of Directors for the corporations from also serving as an officer to either corporations or have signatory authority for either corporation.

6.5. Presentation, discussion and possible action on March Servicing Invoice, June Servicing Invoice, June Wire Report and final payment to BCL of Texas under the terminated Professional Services agreement.

6.6. Presentation, discussion and possible action regarding a replacement third-party administrator for the Small Business / Disaster Relief Loan program.

6.7. Presentation, discussion and possible action on adopting a resolution approving the establishment of a Project using Type B sales tax funds related to certain infrastructure improvement projects and authorizing the Chairman to execute a Funding Agreement with the City of Hutto, Texas regarding the hiring of the independent contractor Freese and Nichols for an expanded Downtown Plan related to this Project.

6.8. Presentation, discussion and possible action regarding the adoption of Corporate Policies and Procedures for the day-to-day operation of the corporations.

6.9. Discussion and possible action on the forming of subcommittees or advisory groups for focused purposes (e.g., Texas State Technical College Task Force, Business Advisory Committee, etc.).

6.10. Discussion and possible action to reimburse the City of Hutto for all outstanding expenditures paid by the City on behalf of the EDC.

6.11. Discussion and possible action to pay JHL Company of Austin, Texas for Economic Development Marketing Audit and Strategy.

6.12. Presentation of proposed 2021-2022 marketing plan.

6.13. Discussion and possible action adopting a resolution regarding remaining balance of its allowed promotional expenses from the current fiscal year, and wishes to preserve and set aside that balance for future promotional expenditures.

6.14. Consideration and possible action on selecting a Secretary of both corporations.

6.15. Discussion and possible action on Resolution No. R-2021-112 establishing customary meeting dates and times for both corporations.

7. EXECUTIVE SESSION

7.1. Pursuant to Section 551.071 to deliberate, seek the advice of its General Counsel regarding corporate operations involving corporate policies and procedures, subcommittees for focused purposes, reimbursement to the City of Hutto and possible amendment to the Bylaws for both corporations.

7.2. Pursuant to Sections 551.071 and 551.087 to deliberate and seek the advice of its General Counsel regarding economic development incentive negotiations involving updates on all projects, an administrator for the Small Business / Disaster Relief Loan Program, and funding regarding the Downtown Plan project.

7.3. Pursuant to Section 551.071 and 551.074, to deliberate and seek the advice of its General Counsel regarding the duties of the Executive Director.

7.4. Pursuant to Section 551.071 and 551.074, to deliberate and seek the advice of its General Counsel regarding the duties of the Business Retention Specialist.

7.5. Pursuant to Sections 551.071 and 551.087 to deliberate and seek the advice of its General Counsel regarding economic development incentive negotiations involving updates on all projects, the potential Ovivo Inc. relocation project, an administrator for the Small Business / Disaster Relief Loan program, and funding regarding the Downtown Plan project.

8. ACTION RELATIVE TO EXECUTIVE SESSION

8.1. Discussion and possible action regarding corporate policies and procedures, subcommittees and amending the Bylaws for both corporations.

8.2. Discussion and possible action regarding the Small Business / Disaster Relief Loan program and a third-party administrator for the Program and final payment to BCL of Texas.

8.3. Discussion and possible action regarding the duties of the Executive Director and Business Retention Specialist.

8.4. Presentation, discussion and possible action regarding the availability of incentives or establishing a project for Ovivo Inc.'s potential relocation to Hutto, Texas.

9. ADJOURNMENT

10. CERTIFICATION

I certify that this notice of the Hutto EDC meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on July 9, 2021 at 5:30 P.M.

Holly Nagy

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at City.Secretary@huttox.gov or call (512) 759-4033 for assistance.

The Board reserves the right to recess the open session of the meeting and reconvene in Executive Session at any time between the meeting's opening and adjournment by majority vote on any item on the agenda for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding gifts and donations pursuant to Chapter 551.073 of the

Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the Board's legal counsel and the presence of any subject in any Executive 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 item 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.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city boards may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that body, board, commission or committee subject to the Texas Open Meetings Act.