# City of Hutto

## MINUTES

### Economic Development Corporation (EDC) Board Meeting
### and
### Community Development Corporation (CDC) Board Meeting
### Monday, August 16, 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** 6:30 PM

2. **ROLL CALL**

   2.1. Mike Arismendez, Chair
   Don Carlson, Vice Chair
   Shawn Lucas, Treasurer
   Mike Snyder, Board Member
   Randal Clark, Board Member

   Absent:
   Victor Henry, Secretary
   Marqueta Grant, Board Member

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENT**

5. **CONSENT AGENDA**

   5.1. Consideration and possible action on approval of the July 13, 2021 Hutto Economic Development Corporation and the Hutto Community Development Corporation Type B Board of Directors' meeting minutes.

   5.2. Update on monthly financials.

   Board member Lucas made a motion to approve the Consent Agenda as presented. Board member Clark seconded the motion. The motion passed. (5:0)

6. **AGENDA ITEMS**

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

   This item has been tabled until September 13, 2021 Board of Directors meeting. This will allow Board members more time to review the policies and procedures.

6.2. 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.).

Chairman Arismendez formed special committees or advisory groups for Project Darwin and Texas State Technical College. The special committee for Project Darwin will include Chairman Arismendez (Lead), Treasurer Lucas and Board member Snyder. The special committee for Texas State Technical College will be comprised of Vice Chairman Carlson (Lead), Board member Clark and Secretary Henry.

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

Angie Rios, CFO was present for the discussion. Board member Lucas made a motion to conditionally approve Item 6.3 as presented. The approval is based on two conditions. The first condition is that the budget amendment, in the amount of $130,076.68, be presented to the City Council for their review and approval first. The second condition is that the City Council provide a signed release to the EDC for any claims dated prior to June 1, 2021. Board member Clark seconded the motion. The motion passed. (5:0)

6.4. Discussion and possible action to authorize the use of EFT payments for corporate payments.

Board member Clark made an initial motion to allow EFT payments. Payment authorizations would be processed electronically by obtaining signatures digitally and in PDF format. Board member Lucas seconded the motion. In further discussion, Board member Carlson stated the need to establish a formal, written policy. The initial motion was withdrawn by both parties.

Board member Clark made a second motion that the City of Hutto create a form to authorize the EFT payment in accordance with an established policy. EFT payment authorizations would require the form to be completed along with two digital signatures for approval on said form. Board member Lucas seconded the motion. The motion passed (5:0)

## 7. EXECUTIVE SESSION - Entered: 7:16 PM

7.1. Pursuant to sections 551.071 and 551.087 of the Texas Government Code, receive legal advice and deliberations regarding Economic Development negotiations with OVIVO Inc. and Project Darwin.

## 8. ACTION RELATIVE TO EXECUTIVE SESSION - Reconvened: 9:03 PM

8.1. Discussion and possible action to authorize the Executive Director to expend up to $250,000 from the city council approved budgeted project fund for necessary appraisal, engineering and feasibility work to conduct due diligence related to project Darwin.

Board member Clark returned from recess at 9:05 PM.

Board member Snyder made a motion to approve Item 8.1 as presented. Board member Lucas seconded the motion. The motion passed. (5:0)

## 9. AGENDA ITEMS

9.1. Discussion and possible action on approving an Economic Development Performance Agreement and related expenditures between the Hutto Community Development Corporation and OVIVO, INC. in connection with the creation of a manufacturing facility and numerous jobs in the City of Hutto, Texas.

Board member Lucas made a motion to approve Item 9.1 as presented. Board member Clark seconded the motion. The motion passed. (5:0)

## 10. ADJOURNMENT – 9:12 PM

ATTEST:

Victor Henry, Secretary

Mike Arismendez, Chairman