City of Hutto

Minutes

Economic Development Corp. Type A and Type B

Board of Directors Meeting

Monday, January 29, 2024 at 6:00 PM

City Council Chambers

1. **CALL SESSION TO ORDER**

   Meeting called to order at 6:05pm

2. **ROLL CALL**

   Board Member Owens absent, all others present (Board Member Coleman arrived at 6:11pm and was present for all votes).

   2.1. Don Carlson, Chairman
   Shawn Lucas, Vice Chairman
   Erin Clancy, Secretary
   Marcus Coleman, Treasurer
   Matthew Minton, Board Member
   Brian Thompson, Board Member
   Terrence Owens, 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 Hutto Economic Development Corporation Type A and the Hutto Economic Development Corporation Type B on agenda issues and on 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 a full 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. **ECONOMIC DIRECTOR'S REPORT**

   5.1. Staff will provide updates on critical projects including the Megasite, Spine Road Construction Project, Cottonwood Properties Master Planning, staffing updates, upcoming events, TEDC registration and training, sales tax training, and budget implementation.

   No action.

6. **PRESENTATIONS**

6.1. Presentation by Jimmy Pierce Designs regarding business information and expansion plans. Discuss and consider action regarding Jimmy Pierce Designs.
No action.

6.2. Presentation from Staff: 2023 Year in Review and current priorities for 2024, FY24 progress report.
No action.

6.3. Presentation from Staff on the Marketing and Communications strategy for the Corporation for FY24.
No action.

6.4. Presentation from HEDC Legal Counsel regarding Texas Public Information Act (PIA) requests and processes.
No action.

7. AGENDA ITEMS

7.1. Discuss and consider action to approve the Corporate Financial statements for November 2023 and December 2023.
Motion by Vice Chair Lucas to approve as presented, seconded by Board Member Minton. Passed 6-0.

7.2. Discuss and consider action to approve the Corporation's Minutes from their regular meeting on December 11, 2023 and their Special Called Meetings on December 18, 2023 and December 22, 2023.
Motion by Vice Chair Lucas to approve as presented, seconded by Secretary Clancy. Passed 6-0.

7.3. Discuss and consider action regarding a Memorandum of Understanding with Emergency Services District 3 (ESD3) confirming the parcels of property at the Cottonwood Properties impacted by the Sales Tax Sharing Agreement between ESD3 and the City of Hutto.
Motion by Board Member Minton to approve as presented, seconded by Chair Carlson. Passed 6-0.

7.4. Discuss and consider action regarding a budget amendment for the Corporation to include the funding and refunding for the Spine Road Construction Project and additional project and event related expenses as approved by the Corporation and recommend it to City Council for approval.
Motion by Vice Chair Lucas to approve as presented, seconded by Treasurer Coleman. Passed 6-0.

7.5. Discuss and consider action regarding Resolution R-2024-016 approving electronic signatures for the valid execution of Corporation contracts and other legally binding agreements and documents.
Motion by Board Member Thompson to approve as presented, seconded by Vice Chair Lucas. Passed 6-0.

7.6. Discuss and consider action on Resolution R-2024-017 regarding the designation of an additional signer to attest documents executed by the Corporation.
Motion by Vice Chair Lucas to appoint Board Member Minton as the additional signer, seconded by Secretary Clancy. Passed 6-0.

7.7. Discuss and consider action regarding the meeting attendance and officer assignments of the Board.
No action.

7.8. Discuss and consider action to amend the meeting schedule of the Corporation.
Motion by Chair Carlson to amend the meeting schedule of the Board to once per month on the second Monday of each month unless it is a holiday in which case the meeting shall be scheduled the following Monday, seconded by Vice Chair Lucas. Passed 6-0.

7.9. Discuss and consider action on Resolution R-2024-024 ratifying a Purchase and Sale Agreement for Project Strat3.
Motion by Board Member Minton to approve as presented, seconded by Secretary Clancy. Passed 6-0.

7.10. Discuss and consider action regarding Board and staff attendance and exhibiting at the International Council of Shopping Centers also known as Innovating Commerce Serving Communities (ICSC) National Tradeshow.
Motion by Chair Carlson to reallocate the funds for the ICSC Booth to additional Board attendees and then extra funds be used to invite City Council members to attend, seconded by Vice Chair Lucas. Passed 6-0.

8. EXECUTIVE SESSION

The Board will now recess the open meeting and reconvene in executive session pursuant to Texas Government Code Section 551.071 (Attorney Consultation), 551.087 (Economic Development), and 551.072 (Real Property) to deliberate and seek legal advice regarding the Corporation's financial obligations involving the City of Hutto, retail and restaurant incentives, workforce incentives, expansion incentives, Public Information Act (PIA) and associated requests, Project 7, Spine Road Construction Project, the Megasite project, Project Skybox, Project Sequel, Project Titan, Project Strat3, Project Flex, Project Graceland, Project Fe, Project Chicago Project CG2, Project 44, the planning and development of the Cottonwood Properties, the Sales Tax Sharing Agreement with ESD3, and the evaluation of available corporate funds for incentives.

Recessed to Executive Session at 8:19pm
Convened in Executive Session at 8:39pm
Exited Executive Session at 12:08am
Reconvened in Public Session at 12:14am
No action taken in Executive Session

9. ACTION RELATIVE TO EXECUTIVE SESSION

9.1. Discuss and consider action regarding a repayment agreement between the Corporation and the City of Hutto.
Motion by Vice Chair Lucas to proceed with the repayment agreement per the terms discussed in Executive Session, seconded by Board Member Minton. Passed 6-0.

9.2. Discuss and consider action on Resolution R-2023-310 to enter into a Purchase and Sale Agreement (PSA) for Project Fe at the Megasite and authorize the chair to execute the agreement and all associated documents to enter the agreement.
No action.

9.3. Discuss and consider action regarding any item discussed in Executive Session.
No action.

10. FUTURE AGENDA ITEMS

None.

11. ADJOURNMENT

Meeting adjourned at 12:17am, January 30, 2024.

12. CERTIFICATION

Don Carlson, Chair

Erin Clancy, Secretary