Minutes

Board of Directors Meeting
Economic Development Corporation and
Community Development Corporation
City Hall – Council Chambers
500 West Live Oak Street, Hutto TX 78634
Monday October 5, 2020 at 6:30 p.m.

Chairman Steven R. Harris	Board Member Henry Gideon
Vice-Chairman Don Carlson	Board Member Mike Arismendez
Treasurer Kevin LaFrance	Board Member Shawn Lucas
Secretary Lucas Evans	

The Economic Development Corporation (EDC) and the Community Development Corporation (CDC) met in a regular Board meeting on Monday October 5, 2020 at the City Hall Council Chambers located at 500 West Live Oak Street, Hutto, TX 78634.

CALL SESSION TO ORDER

Chairman Steven Harris called the meeting to order at 6:30 p.m.

ROLL CALL

Members of the Community Development Corporation Board that were present were Steven Harris, Chairman; Kevin LaFrance, Treasurer; Board member Henry Gideon; Board Member, Shawn Lucas; and Board member Mike Arismendez.

Vice Chairman Don Carlson and Secretary Lucas Evans were absent.

Secretary Lucas Evans entered the meeting at 6:34 p.m.

Members of staff that were present were Councilman Mike Snyder, EDC/CDC Board Liaison; George Hyde, EDC/CDC Board Legal Counsel; James Bryson, Financial Manager; Gene Cervenka, Financial Analyst; and Cheri Bowman, Economic Development Specialist and Board administrator.

PUBLIC COMMENTS

There were no comments from the public.

5A. Discussion and possible action approving the August 24, 2020 and the September 21, 2020 Hutto Economic Development Corporation Type A and the Hutto Corporation Type B Board of Directors' Special Called meeting minutes.

MOTION: *Treasurer Kevin LaFrance made the motion the approve the August 24, 2020 minutes as presented, directing the September 21, 2020 to be presented at the next Board meeting (November 2, 2020). Board member Henry Gideon seconded the motion.*

ACTION: *The motion passed 7-0.*

5B. Update on the monthly financials. (James Bryson)

5C. Discussion regarding an update on Small Business Loan and Disaster Relief project and BCL.

***BRE Specialist Cheri Bowman** updated the Board regarding the Small Business Loan and Disaster Relief project and BCL. All the loans (6) are being repaid in a timely manner, with one loan repaid in full. BCL will have a quarterly report for the Board at the November 2nd meeting, as agreed. There are 4 loan applications still in the pipeline, who are being contacted for updated information.*

5D. Presentation, discussion and possible action regarding the potential relocation of KTonic to the City of Hutto, Texas, and the availability of incentives for such business relocation.

Greg Goodman presented KTonic to the Board. KTonic was established in 2015, based on a single-fermentation recipe that doesn't rely on juice (fructose) as a flavoring agent. It is currently sold locally in the Austin Boutique market, and within the last few years, to Central Market and Natural Grocers. KTonic is a 100% organic tea, low in sugar. KTonic's current local is inefficient, with no room to expand. They are pursuing a location in Hutto's North Town Commons that will allow room to increase production/manufacturing capacity, to increase the ability to serve multiple regions/national markets, to integrate a "retail coffee and healthy food"" and "taproom destination" space., and possibly host local events. KTonic will continue to work with Workforce to hire local employees needed. The bottling label would say "Made in Hutto".

The Board ask Mr. Goodman to bring back more solid numbers and information to the next Board meeting on Nov. 2.

Secretary Lucas Evans left the meeting at 7:22 pm, returning at 7:36 pm.

5E. Presentation, discussion and possible action regarding satisfaction of the performance standards set forth in the 2019 Interlocal Agreement with Texas State Technical College (TSTC)

***Edgar Padilla, Provost for TSTC**, presented the Texas State Technical College (TSTC) Interlocal Agreement Report for September 1, 2019 – August 31, 2020.*

TSTC has created "boot camps", which are fulltime 15 week courses, for the displaced workers, those who are looking to change careers, etc., with a faster timeframe than normal. COVID-19 has created this need.

TSTC's goal is 100% committed to technical training, build flex-spaces, and expand walls, creating modular space with more capacity, for more equipment. Etc.

***Board member Henry Gideon** – Multipurpose space, having the ability to use for other things, is the best model.*

***Secretary Lucas Evans** – Is there a relationship with Texas A & M?*

***Edgar Padilla** – Yes, you can go to Temple TSTC for an academic career and transfer to Texas A & M / Texas Central. The agreement is with Temple TSTC to teach the academics.*

***Board member Shawn Lucas** – Are there any links to see data/information, trends, graphs, etc.*

***Chairman Steven Harris** – Would like to see information from industries used for TSTC's resource information to help the Board make a better decision.*

***Edgar Padilla** – TSTC continues to address the needs, goals, and concerns of the community and business owners. Training in IT, HVAC, Cybersecurity, etc.*

***Legal Counsel George Hyde** – would like TSTC's legal counsel contact him, in order to work on an agreement compliant with the State of Texas.*
***Chairman Steven Harris** – The Board definitely wants to make this work, and an agreement that is compliant.*

Board recessed at 8:37 p.m., returned to open session at 8:39 p.m.

5 F. Public Hearing to receive comments for or against the approval of establishing a project related to business development and entering into Funding Agreement with the City of Hutto, Texas regarding KOKEfest.

PUBLIC HEARING – Opened at 8:39 p.m.
No comments.
PUBLIC HEARING - Closed at 8:40 p.m.

***Chairman Steven Harris** – Advertising can be used, take advantage of this marketing for the CDC Board.*

5G. Discussion and possible action regarding the Hutto Economic Development Corporation's and the Hutto Community Development Corporation's open Executive Director position.

Chairman Steven Harris *– The Board needs to consider what they want the Executive Director position to look like, what the focus/direction they want the Board to go. Asked the Board look into other current job postings as examples, and provide feedback to staff.*
Secretary Lucas Evans – would like the Executive Director to be local, and young, to drive entrepreneurship.

5H. Discussion and possible action regarding amending the Hutto Economic Development Corporation Type A's and the Hutto Community Development Corporation Type B's bylaws.

Legal Counsel George Hyde *– The language of the Bylaws will need to be amended once the official Census numbers are available. The correct procedure for dismissing the ETJ Board members, and City Council re-appointing those seats with Board members residing within the City of Hutto, and the interim timeframe, will be researched.*

EXECUTIVE SESSION

The Board convened into Executive Session at 9:39 p.m.
The Board reconvened into Open Session at 10:34 p.m.

No action was taken in Executive Session

MOTION:
Board member Mike Arismendez *made the motion to authorize Chairman to work towards engaging the services of Strategic Government Resources, Inc. (SGR) for the search of an Executive Economic Development Director. The motion was seconded by Treasurer Kevin LaFrance.*

ACTION: *The motion passed 6-0.*

ADJOURNMENT

With no other business to conduct, the meeting was adjourned at 10:36 a.m.

Community Development Corporation

~~Steven Harris, Chairman~~
DON CARLSON, VICE PRESIDENT

ATTEST:

Cheri Bowman, Economic Development Specialist
Business Retention Specialist