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, August 3, 2020 at 6:30 p.m.

Chairman Steven R. Harris	Board Member Henry Gideon
Vice-Chairman Don Carlson	Board Member Lucas Evans
Treasurer Kevin LaFrance	
Secretary Daniel Thornton	

The Economic Development Corporation and the Community Development Corporation met in a regular meeting on Monday, August 3, 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 6:31 p.m.

ROLL CALL

Members of the Community Development Corporation Board that were present were Steven Harris, Chairman; Daniel Thornton, Secretary; Kevin LaFrance, Treasurer; Board Member Henry Gideon.

Vice Chairman Don Carlson and Board Member Lucas Evans were absent.

Board Member Lucas Evans entered the meeting at 6:40 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; Jennifer Burrington, Economic Development Specialist; and Cheri Bowman, Economic Development Specialist.

PUBLIC COMMENTS

There were no comments from the public.

5A. Update and discussion of the Small Business Loan and Disaster Relief Program.

This item temporarily tabled. Presenter Rosa Rios Valdez would be late.

5B. Presentation, deliberation, and possible action on the Hutto CDC's FY2020-2021 Budget, and an update on monthly financials.
James Bryson – Stated the financials were healthy.
Board member Henry Gideon – *asked if there were an analysis of sales taxes received, ex. who contributed how much.*
James Bryson – *He isn't able to gather that information, but most is from larger industries.*

MOTION: *Secretary Dan Thornton made the motion to recall 5.A. Treasurer Kevin LaFrance seconded the motion.*
ACTION: *Motion passed 4-0*

5A. Update and discussion of the Small Business Loan and Disaster Relief Program.

Rosa Rios Valdez – *BCL will be updating/implementing the changes with the Board's directives. BCL understands the Board is waiting for the Budget Amendment to be approved by City Council. There are loan applicants in the pipeline, and a couple more to be processed. As the loans are repaid, a quarterly spreadsheet will be created, updated, and emailed to the Board admin. August 15, 2020 will begin the ACH repayments of previously processed loans. If the loan is not repaid, it will trigger a default interest rate, and a re-structuring timeframe to repay the loan.*
Chairman Steven Harris – *If City Council approves the Budget Amendment, another $300,000 will be added to this revolving loan program, and the program should continue to self-fund. If a disaster happens, the Disaster Relief part of the program automatically kicks in immediately.*

MOTION: *Secretary Dan Thornton made the motion to recall 5.B. Treasurer Kevin LaFrance seconded the motion.*

ACTION: *The motion passed 5-0*

5B. Presentation, deliberation, and possible action on the Hutto CDC's FY2020-2021 Budget, and update on the monthly financials.

Secretary Dan Thornton *– The budget will have unexpected revenue – the repayment of the loans. There needs to be a line item showing that income.*

MOTION: *Secretary Dan Thornton made the motion to add a (Routine) Revenue Line to the FY2020-2021 Budget of $72,500 to reflect the loan repayments from the Small Business Loan and Disaster Relief Program. Board Member Lucas Evans seconded the motion.*

ACTION: *The motion passed 5-0*

5C. Consideration and possible action approving the minutes for the July 6, 2020 Hutto Economic Development Corporation Type A and the Community Development Corporation Type B Board of Directors' meeting.

MOTION: *Secretary Dan Thornton made the motion to approve the July 6, 2020 minutes, with amendment of striking "2019". Seconded by Treasurer Kevin LaFrance.*

ACTION: *Motion passed 4-1, with Board member Lucas Evans voting nay.*

5D. Consideration and possible action approving the minutes for the July 20, 2020 Hutto Economic Development Corporation Type A and the Community Development Corporation Type B Board of Directors special called meeting.

MOTION: *Secretary Dan Thornton made a motion to table this item. Board Member Henry Gideon seconded the motion.*

ACTION: *The motion passed 5-0*

5E. Consideration and possible action adopting a Resolution of the Board of Directors of the Hutto Economic Development Corporation Type B, dba Hutto Community Development Corporation, designating bank signatories.

5F. Consideration and possible action adopting a Resolution of the Board of Directors of the Hutto Economic Development Corporation Type A, designating signatories.

MOTION: *Board member Henry Gideon made a motion to open, and approve, 5E and 5F agenda items, adopting a Resolution of the Board of Directors of the Hutto Economic Development Corporation Type B, dba Hutto Community Corporation, and a Resolution of the Board of Directors of the Hutto Economic Development Corporation Type A, designating bank signatories. Treasurer Kevin LaFrance seconded the motion.*

ACTION: *The motion passed 5-0.*

EXECUTIVE SESSION

The Board convened into Executive Session at 7:31 p.m.

6A. The Board may recess its Open Session and Convene into Executive Session pursuant to Government Code Chapter 551 regarding the following:

(1) 551.071 and 551.087 to deliberate upon and seek the advice of its General Counsel and which will also include commercial or financial information that the Board has received from a business prospect that the Board seeks to have locate, stay, or expand in or near the territory of the City of Hutto and with which the Board is conducting economic development negotiations and to deliberate an offer of a financial or other incentive to business prospects herein described including the incentives provided by the Hutto Community Development Corporation Small Business Loan and Disaster Relief Project.

The Board reconvened into Open Session at 8:51 p.m.
No action was taken in Executive Session.

6B. Reconvene Open Session to discuss and consider action on any of the items listed for Executive Session.

MOTION: *Board Member Henry Gideon made the motion to approve the best and final offer for Project Liberty as proposed in Executive Session. Treasurer Kevin LaFrance seconded the motion.*

ACTION: *The motion passed 5-0*

MOTION: *Treasurer Kevin LaFrance made the motion to allow BCL to release funds after (90) days have lapsed without loan execution from the applicant. Secretary Dan Thornton seconded the motion.*

ACTION: *The motion passed 5-0*

MOTION: *Board member Henry Gideon made the motion authorizing General Counsel to create a Special Warranty Deed for the 16 acres of property related to the Williamson county Southeast Loop project. Treasurer Kevin LaFrance seconded the motion.*

ACTION: *The motion passed 5-0.*

ADJOURNMENT

With no other business to conduct, the meeting was adjourned at 8:54 p.m.

Community Development Corporation

Steven Harris, Chairman

ATTEST:

Cheri Bowman, Economic Development Specialist
Business Retention Specialist