Minutes

Regular Meeting of the Board of Directors
Economic Development Corporation and
Community Development Corporation
City Hall – Council Chambers
500 West Live Oak Street, Hutto TX 78634
Monday June 1, 2020 at 6:30 p.m.

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

The Economic Development Corporation and the Community Development Corporation met in a regular meeting on Wednesday, June 1, 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; Daniel Thornton, Secretary; Don Carlson, Vice Chairman; and Board Member, Henry Gideon

Board member James Guzman entered the meeting at 6:42pm.

Members of staff that were present were Tim Jordan, Economic Development Coordinator; Jennifer Burrington, Economic Development Specialist; and Cheri Bowman, Economic Development Specialist.

PUBLIC COMMENTS

There were no public comments.

REGULAR AGENDA

5A. Consideration and possible action concerning the minutes for May 4, 2020 Hutto Economic Development Corporation Type A Board of Directors meeting. (EDC Item) (Cheri Bowman)

MOTION: *Board member Henry Gideon made a motion to table this item until the next regular Board meeting. Treasurer Kevin LaFrance seconded the motion.*

ACTION: *The motion passed 5-0.*

5B. Discussion and possible action related to right of way acquisition for the Williamson County Southeast Loop construction project. (CDC ITEM) (Russ Boles)

***Russ Boles** – Thanking the Board for allowing him to come before them again, asking* for *the CDC Board to consider dedicating the acreage along FM3349 within the Megasite, needed for the right-of-way in the Williamson County Southeast Loop project. The Bonds used for this project were approved by the voters in November, and the design work and the acquisition of right-of-ways has begun. The design work should take about 2 years, and the construction work will take another year, so approx. 3 years to complete.*
***Board member Henry Gideon** – Right-of-ways expected are approx. 50' to 150'?*
***Russ Boles** – Yes, right-of ways will be needed for both sides.*
***Board member Henry Gideon** – Will the overpass (over Hwy 79) be a straight overpass? With normal traffic flow? A protected intersection? North/South East/West?*
***Russ Boles** – Yes. It will be bridged, not a solid wall. Cars will have the ability to pass underneath, with U-turn access in all directions.*
***Chairman Steven Harris** – The onramps start way back...*
***Russ Boles** – Yes, Mustang Creek will be tricky, the bridge built over Hwy 79, etc.*
***Chairman Steven Harris** – The agreement with the farmer currently using the land has a a calculation agreement that would need to be paid – by the County.*
***Russ Boles** – Yes, that would not be a problem.*
***Board member Henry Gideon** - Is Jonah also working with the County?*
***Russ Boles** – Absolutely, and they are great to work with. Jonah just has a storage tank, so their area looks bigger than what it is.*

No action taken.

PUBLIC COMMENTS

***Lucas Evans** – He has reached out to Russ Boles on several occasions, discussing the Williamson County Southeast Loop project. Lucas appreciates Russ being sensitive to the* *amount of trees (and where) to be cut down, and the effects of this project in the Brushy Creek area. He would like to be there when the decisions are made as to which trees are to be cut. He would like to be kept up to date as the project progresses. His family has lived in the area for a long time, and owns the property down to the creek. He wants to make sure access to his family's cemetery is not blocked/restricted. In favor of limiting non-agriculture businesses, and would rather bring businesses and money here that would benefit all of Hutto.*

Russ Boles *– The engineers will have time to address the issue – bridge over the creek, latitude to miss trees, cemetery, etc.*

Board member Henry Gideon *– off 1660?*

Lucas Evans *– Yes, the road to access. More attention needs to be paid to Brushy Creek area.*

Board member Henry Gideon *– Is there or has there been an environmental study done?*

Russ Boles *– Yes, the study is underway now.*

Secretary Dan Thornton – *Where do you stand on the progress with property owners?*

Russ Boles – *The County is actively engaged with several different people. The corner is owned by Jonah; private owner on Taylor side will dedicate right-of-way.*

Secretary Dan Thornton *– Would rather the Board have more discussions before decision is made.*

Russ Boles *– Please contact my office.*

5C. Update on monthly financials. (James Bryson) (CDC Item)

James Bryson *– The financials are as of May 31, with a few quarterly housekeeping items.*

Secretary Dan Thornton *– Are the sales tax numbers from March?*

James Bryson *– Yes. April numbers should be available next week.*

James agreed to send the Board the April sales tax numbers when ready.

5D. Consideration and possible action on a Budget Amendment for the FY 2019-20. (CDC Item)

Tim Jordan *– The Board would need to amend the budget for the legal fees.*

Chairman Steven Harris *– We need to discuss the potential cost, but it's fluid. The amendment will need an amount for Council to approve. Do you (Mr. Hyde) have an idea of amount?*

George Hyde *– This can be discussed further in Executive Session.*

5E. Discussion and possible action regarding the Community Development Corporation's Small Loan Programs. (CDC Item)

Chairman Steven Harris *– It started as a Small Business Loan, then to an Economic Recovery Loan. It went before the City Council to authorize budget amendment, but the City Attorney was concerned that it wasn't done correctly. Do we have the authority, and did we do it correctly?*

George Hyde *– This will be discussed further in Executive Session, but as this "project" will possible expand, and into more projects, it should be done in writing, then using criteria, into Resolutions. Resolutions then will need to be presented to City Council for approval. A third party would carry out the project's loan process. When the state provided the last population bracket, all brackets applied. Locked in, and still considered small, under 20,000. All these things to be addressed for the project.*
Steven Harris *– So, we do have the authority, we just need to do it correctly?*
George Hyde *– Yes, got the right answer but didn't show work.*
Steven Harris *– And no additional loans given until done correctly.*
George Hyde *– No special called meeting is necessary. Public hearing acknowledged during regular Board meeting, then the required 60 day waiting period starts. 2 readings before City Council, with Council approval for each. After approvals and 60 days, the funds can be released.*
Board member Henry Gideon *– The Recovery Loan program was intended to bridge the gap while business owners waited for the SBA loans. After waiting 2-3 months, and now having to waiting another 2-3 months, is it still appropriate?*
George Hyde *– If immediate funds were necessary, then a 380 Agreement with the City could be created. After the 60 day waiting period, the Board could reimburse the the City the funds borrowed.*
158 agreement needs 2 readings, in 2 separate Council meetings. If there is a sense of urgency, the readings can be done in one meeting, as 2 separate, consecutive Agenda Items, with Council approving both agenda items.
Vice Chairman Don Carlson *– The City Council has charged the Board with putting a* Loan Program in place. What if there is an economic disaster in the fall? We need to be *good stewards and take care of everything correctly for the future.*
George Hyde *– The Board could create a loan program with a natural disaster program included, flexible, and no action necessary. A disaster program that is triggered automatically, without the need to go back to get City Council approval each time. A Resolution for the project would be necessary to pass, then to City Council for approval.*
Chairman Steven Harris *– June 18th would be the next regular City Council meeting.*

5F. Consideration and possible action concerning the minutes for the May 4, 2020 Community Development Corporation Board of Directors meeting. (Cheri Bowman) (CDC Item)

MOTION: *Secretary Dan Thornton made a motion to table this item until the next Board meeting. Vice Chairman Don Carlson seconded the motion.*

ACTION: *The motion passed 6-0.*

EXECUTIVE SESSION

The Board convened into Executive Session at 7:25 p.m.

6.A 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 regarding Pipeline, Megasite and Small Loan projects and programs which will 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 territory of the City of Hutto and with which the Board is conducting economic development negotiations and deliberate an offer of a financial or other incentive to business prospects herein described.

(2) 551.071 and 551.074 to deliberate upon and seek the advice of its General Counsel regarding the employment of the EDC Coordinator serving both the Boards.

6B. The Board may reconvene into Open Session and take action, as necessary and appropriate, on any of the matters posted for Executive Session listed in 6A. above.

The Board returned to Open Session at 9:32 p.m.

MOTION: *Vice Chairman Don Carlson made a motion to amend the budget by increasing the budget by $50,000 due to legal services (budget line item), and to decrease the budget by $2850.00 (payroll budget line item). Treasurer Kevin LaFrance seconded the motion.*

ACTION: *The motion passed 6-0.*

ADJOURNMENT

With no other business to conduct, the meeting was adjourned at 9:34 p.m..

Community Development Corporation

Steven Harris, Chairman

ATTEST:

Cheri Bowman, Economic Development Specialist
Business Retention Specialist