



City of Hutto

Minutes

Economic Development Corp. Type A and Type B

Board of Directors Meeting

Monday, June 17, 2024 at 6:30 PM

City Council Chambers

1. CALL SESSION TO ORDER

Meeting called to order at 6:41pm

2. ROLL CALL

Board Member Minton, Board Member Thompson, & Board Member Owens absent.
All others present.

- 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.)

None.

5. ECONOMIC DIRECTOR'S REPORT

No action.

- 5.1. Staff will provide updates on critical projects including the Megasite, Spine Road Construction Project, Cottonwood Properties Master Planning, City staffing updates in the Economic Development Department, Williamson County Economic Development Partnership, event recaps, upcoming events and deadlines, and budget preparation and implementation.

6. PRESENTATIONS

None.

7. AGENDA ITEMS

Item 7.2 was pulled up to first item and item 7.1 was pulled up to be the second agenda item.

- 7.1. Discuss and consider action on a Communications and Marketing strategy for the Corporation.

No action.

Discussion: David Amsler, Director of Strategic Operations, provided an overview of recent communications deliverables and successes in support of HEDC messaging and projects. A focus on videos, graphics and campaign planning for the coming year with the biggest area of opportunity being educating the public and stakeholders on Economic Development including defining Economic Development and communicating initiatives and the "why" behind projects and actions; also suggested a Pulse Survey for Economic Development, similar to one recently done for the Parks Department. Feedback from the Board: Treasurer Coleman commented that he liked the recent "Thrive" video because it was short and showed a variety of stakeholder engagement and value-add, he would like to see some differentiation from the City and efforts to build confidence and competence; he would also like to have more involvement from the Board regarding initiatives and messaging.

- 7.2. Discuss and consider action regarding the recommended drainage design update for the Megasite Spine Road Project.

Motion by Vice Chair Lucas to proceed with drainage design alternative 2. Seconded by Chair Carlson. Passed 4-0.

- 7.3. Discuss and consider action to approve the Corporate Financial statements for April 2024 and May 2024.

No action.

- 7.4. Discuss and consider action to approve the Corporation's Minutes from their meetings on April 8, 2024; May 13, 2024 and Special Called Meeting on May 28, 2024.

Motion by Treasurer Coleman to approve as presented. Seconded by Vice Chair Lucas. Passed 4-0.

- 7.5. Discuss and consider action regarding Resolution R-2024-110 to approve the first amendment to the Economic Development Performance Agreement (EDPA) for Project V.

Motion by Secretary Clancy to approve as presented and authorizing the chair to execute the agreement; providing for repeal; providing for severability and providing an effective date. Seconded by Vice Chair Lucas. Passed 4-0.

- 7.6. Discuss and consider action regarding the submission of a letter of support to the Planning and Zoning Commission for the proposed lot size variance for a Panera Bread planned to locate in Hanson's Corner shopping center.

Motion by Vice Chair Lucas to approve as presented and send an additional letter of support to the Zoning Board of Adjustments. Seconded by Chair Carlson. Passed 4-0.

- 7.7. Discuss and consider action regarding a proposed budget amendment for the Corporation's Fiscal Year 2024 Budget to reallocate funds to secure a three-month contract for Incentives Management Software from CivicServe in the amount of \$3,750

and authorize the Chair to execute the contract contract and all associated documents in a form approved by counsel.

Motion by Vice Chair Lucas to approve the reallocation of \$3,750.00 for the three-month contract with Civic Serve for incentives management software. Seconded by Chair Carlson. Passed 4-0.

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 Spine Road Construction Project, the Megasite project, Project Titan, Project Sequel, Project Fe, Project V, Project NQ2, the farm lease at the Megasite, the planning and development of the Cottonwood Properties, CR132/Hwy 79 Overpass Project, financial obligations to the City of Hutto, and the evaluation of available corporate funds for incentives.

Recessed to Executive Session at 7:45pm

Convened in Executive Session at 7:49pm

Recessed Executive Session at 8:02pm to replace batteries in the recording device

Reconvened Executive Session at 8:04pm

Exited Executive Session at 9:05pm

Reconvened Public Session at 9:07pm

No action in Executive Session

9. ACTION RELATIVE TO EXECUTIVE SESSION

9.1. Discuss and consider action regarding any item discussed in Executive Session.

No action.

10. FUTURE AGENDA ITEMS

Finance will bring a proposal for a Sweep Account at Wells Fargo to a future meeting, targeting July/August.

Secretary Clancy requested an item regarding an incentive program/policy

Board discussion and direction to include a running list of "Future Agenda Items" with the Meeting Documents sent ahead of each Board meeting to better track the items and progress.

11. ADJOURNMENT

Meeting adjourned at 9:11pm.

12. CERTIFICATION



Don Carlson, Chairman



Erin Clancy, Secretary

