



# City of Hutto

## Minutes

### Economic Development Corp. Type A and Type B

#### Board of Directors Meeting

Monday, December 8, 2025 at 6:30 PM

City Council Chambers

**1. CALL SESSION TO ORDER**

The meeting was called to order at 6:33 PM

**2. ROLL CALL**

Chair Carlson absent, all other Board Members present.

2.1.	Don Carlson, Chair	No
	Caitlin Morales, Vice Chair	Yes
	Irma Gonzalez, Secretary/Treasurer	Yes
	Mike Snyder, Board Member	Yes
	Dan Thornton, Board Member	Yes
	Evan Porterfield, Board Member	Yes
	Jim Morris, Board Member	Yes

**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, Williamson County Economic Development Partnership, event recaps, and upcoming events.

**6. AGENDA ITEMS**

- 6.1. Discuss and consider action to approve the Corporation's monthly financial report for November 2025.  
Motion by Vice Chair Morales to approve as presented. Seconded by Board member Morris.  
Passed 6-0.
- 6.2. Discuss and consider action regarding project tracking and expectations of projects submitted (Board Member Snyder).  
No Action
- 6.3. Discuss and consider action on Resolution R-HEDC-2025-153 to approve an Incentive Policy, corresponding Programs, and associated Procedures.  
Motion by Board Member Snyder to approve as presented with the change to incorporate the legal entitlement acknowledgment as approved by Legal. Seconded by Board Member Porterfield.  
Passed 6-0.
- 6.4. Discuss and consider action on Resolution R-HEDC-2025-154 to approve funding of the City of Hutto's Facade Grant Incentive Program using the approved funds in the current Fiscal Year 2026 Budget in the Facade Improvement Grant line item.  
Motion by Board Member Snyder to postpone item 6.4 until after City Council revises the corresponding Ordinance on the Facade Grant Program. Seconded Board Member Porterfield.  
Passed 6-0.
- 6.5. Discuss and consider action on Resolution R-HEDC-2025-155 to approve the ratification of the Strategic Plan of the Hutto Economic Development Corporation as approved by the Board on April 14, 2025.  
Motion by Board Member Snyder to direct staff to schedule a meeting in mid-January including a member of City Staff to facilitate the discussion and rewrite of the Strategic Plan. Seconded by Secretary Gonzalez.  
Passed 6-0.
- 6.6. Discuss and consider action regarding the Executive Director Success Matrix.  
No action.
- 6.7. Discuss and consider action on Resolution R-HEDC-2025-156 to approve a Right of Entry for due diligence inspection related to the residence located on Corporation-owned property at the Hutto Megasite.  
Motion by Board Member Snyder to postpone until the January Board meeting. Seconded by Board Member Porterfield.  
Passed 6-0.
- 6.8. Discuss and consider action regarding Board Member attendance at upcoming events including the Williamson County Growth Summit and the Hutto Area Chamber Gala.  
Secretary Gonzalez and Board Member Morris would like to attend both events. Board direction to use the remaining seats at the Chamber Gala table for the Economic Development Staff, other key support department staff such as Finance and then representatives from businesses that are new to Hutto in the last year. No action.
- 6.9. Discuss and consider action to approve the Minutes from the Corporation's Special Called Joint Meeting with City Council on November 24, 2025 and their Regular Meeting on November 10, 2025.

Motion by Board Member Snyder to approve as presented. Seconded by Board Member Morris.  
Passed 5-0-1 (Secretary Gonzalez abstained)

## 7. 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 following economic development projects: Project Sequel, Project Strat3, the Megasite project, Project Orchard, Project Core, Project Lake, Project Football, Project Air, and Project Solar; potential real estate transactions; the incentive agreement for Hutto Hospitality; the loan for the Cottonwood Properties; the planning and development of the Cottonwood Properties and any related incentives; the closing of railroad crossings on Corporation-owned property; and the evaluation of available corporate funds for incentives.

Recessed to Executive Session at 8:30 PM  
Convened in Executive Session at 8:38 PM  
Exited Executive Session at 10:09 PM  
Reconvened in Public Session at 10:17 PM  
No action in Executive Session

## 8. ACTION RELATIVE TO EXECUTIVE SESSION

- 8.1. Discuss and consider action regarding Resolution R-HEDC-2025-157 to approve an extension of the performance period for the Hutto Hospitality incentive.  
Motion by Vice Chair Morales to amend the Resolution to be consistent with discussion in Executive Session. Seconded by Board Member Morris.  
Passed 6-0.
- 8.2. Discuss and consider action on Resolution R-HEDC-2025-158 to approve the refinancing of the loan for the Cottonwood Properties.  
Motion by Vice Chair Morales to approve the refinancing of the loan for the Cottonwood Properties per the terms discussed in Executive Session. Seconded by Board Member Thornton.  
Passed 6-0.
- 8.3. Discuss and consider action on Resolution R-HEDC-2025-159 to approve the ratification of the closure of two railroad crossings located on Corporation-owned property at the Hutto Megasite.  
Motion by Board Member Snyder to deny resolution R-HEDC-2025-159. Seconded by Board Member Morris.  
Passed 6-0.
- 8.4. Discuss and consider action on Resolution R-HEDC-2025-160 to approve an amendment to the Option and Purchase Agreement for Project Sequel.  
Motion by Vice Chair Morales to approve as presented. Seconded by Board Member Snyder.  
Passed 6-0.
- 8.5. Consideration and possible action related to Executive Session agenda items, listed above.  
Motion by Board Member Snyder to direct staff to hire an appraiser, not to exceed \$4000.00 for project Air. Seconded by Vice Chair Morales.  
Passed 6-0.

## 9. FUTURE AGENDA ITEMS

Secretary Gonzalez requested an item to discuss an update regarding affordable senior housing development Trails at Carmel Creek.

**10. ADJOURNMENT**

Adjourned at 10:22 PM

**11. CERTIFICATION**



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Don Carlson, Chair



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Irma Gonzalez, Secretary