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 January 4, 2021 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 January 4, 2021 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 Chairman Steven Harris; Vice Chairman Don Carlson; Treasurer, Kevin LaFrance; Secretary, Lucas Evans; Board member, Henry Gideon; Board Member, Shawn Lucas; and Board member, Mike Arismendez.

Members of staff that were present were George Hyde, EDC/CDC Board Legal Counsel; Cathie Childs, Legal Counsel; James Bryson, Financial Manager; Stacy Schmitt, City of Hutto PIO; Councilman Mike Snyder, EDC/CDC Board Liaison; and Cheri Bowman, Economic Development Specialist and Board administrator.

PUBLIC COMMENTS

1) *Nicole Calderone stated she can't understand why Agenda did not include areas of opportunity*

2) *or a packet. The Board needs to be more diligent about posting minutes. There were only vague decisions tonight and giving the Chairman authorization for what? She would like to know how the Board is working with the Chamber. Why is the Board sponsoring the Chamber in an event that is being held in Round Rock? Why is there not enough information? Why is it not available? Regarding the Megasite, what is the Board going to do with the money if it's sold? She understood that in a previous meeting, the PIO stated the meetings would be publically recorded. When is that going to happen?*
3) *City of Hutto PIO Stacy Schmitt – Recapped the "Holiday in Hutto". The packets she passed out to the Board has the information recap. It was hugely successful, 875 ticket were sold. There were lots of things for the kids to do, the City Council members served free hotdogs to the kids. Media publication worked, had very good results. A few comments from the public were included. The event for the upcoming weekend is almost sold out.*
4) *Perry Savard – He is representing the Hutto Parks Foundation Board, which is a 501©3, tasked with getting land grants. This Board spends money on park upkeep, and need a little seed money, about $20,000, or anything that is given by the City. Examples would be SXSW and ACL. Those event boards give money to the Austin Parks Foundation to take care of the parks used for these events. If you feel it's better to give money without City ties, give to the Parks Foundation Board instead.*

5A. Approval of the November 2, 2020 Hutto Economic Development Corporation and the Hutto Community Development Corporation Board of Directors' meeting minutes.

MOTION: *Vice Chairman Don Carlson made the motion to approve the November 2, 2020 minutes as presented. Secretary Lucas Evans seconded the motion.*

ACTION: *The motion passed 7-0.*

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

James Bryson *gave an update on the Board's financials, and stating he has not received information from Bancorp, yet. Debt service is due at the end of the month. Auditors will be here February 1-8. Tax revenue is right on the button for budget.*

Board member Henry Gideon *– Does the City forecast their sales tax? Is it up, too?*

James Bryson *– The City is up about 36% for the year, but has not been modified with updated numbers.*

Chairman Steven Harris *– asked if James could make sure everything is in the financials so the Board can be aware of upcoming debts.*

5C. Presentation, discussion and possible action regarding the availability of incentives or establishing a project for Cozy Vape + Herb's new or expanded manufacturing and industrial activity in the City of Hutto, Texas. (Brandi Townsend)

Brandi Townsend, owner of Cozy Vape + Herb, gave the Board a presentation of her business. She listed her projects (products); all regulated, premium tested products. All are based around wellness and health. Cozy Vapes offer classes on herbs, meditation, holistic healing, etc. She has participated in local events, such as Spring Fest, Santa's Crawl, etc. Her goals are to increase participation in local events and offer educational classes. The 2020 numbers vs. 2019 numbers showed an approx.. 60% increase in transactions and sales. Her lease is up one year, and wants to expand the business, maybe the building. The request is for $20,000.

Chairman Steven Harris commented that he fully supports CBD/Cannabis. Asked if she has looked into the Small Business Loan Program?

Board member Henry Gideon said as a school official, the ISD has issues with school-age vaping, which is illegal for that age. Has Ms. Townsend thought about maybe speaking at the schools, helping to teach young children the potential abuse?

Brandi Townsend replied that she totally agreed, they need to have explained they have to wait. Her business ID'S, and only sells to 21 and up, unless it was for medical supplement.

Board member Henry Gideon suggested also working with HPD/HFD to help spread the message. Schools are having problems. He would definitely be interested in hearing more to pro-actively educate children.

Brandi Townsend replied that she plans to engage with HPD/HFD to speak to schools.

Another goal is to partner with vendors for hemp products to make clothing, etc. Low-key, classy, etc. More about making it mature, with integrity and intention. Unable to make clothing, yet, so will look for vendor to partner with for the clothing line.

No action was taken on this item.

5D. Discussion and possible action regarding purchase of office equipment for Corporation.

MOTION: *Vice Chairman Don Carlson made a motion to table this item. Board member Shawn Lucas seconded the motion.*

ACTION: *The motion passed 7-0.*

5E. Discussion and possible action regarding approving the Hutto Economic Development Corporation Type A's Seconded Amended and Restated Bylaws, subject to City Council approval.

MOTION: *Board member Mike Arismendez made a motion to approve the Hutto Economic Development Corporation Type A'a Second Amended and Reinstated Bylaws, with the amendment to set official selection during the 1st regular Board of Directors' meeting in July. Board member Henry Gideon seconded the motion.*

ACTION: *The motion passed 7-0.*

5F. Discussion and possible action adopting a resolution authorizing the Chairman to execute the re-negotiated Administrative and Professional Services Agreement between the Hutto Economic Corporation Type 4B, dba Hutto Community Development Corporation, and the City of Hutto.

MOTION: *Board member Mike Arismendez made a motion to adopt a resolution authorizing the Chairman to execute the re-negotiated Administrative and Professional Services Agreement between the Hutto Economic Development Corporation Type 4B dba Hutto Community Development Corporation, and the City of Hutto, with the amendment of the monthly/quarterly amount to pay filled in, and adding "hardware" language. Board member Henry Gideon seconded the motion.*

ACTION: *The motion passed 7-0.*

MOTION: *Vice Chairman Don Carlson made a motion to recall 5D. Treasurer Kevin LaFrance seconded the motion.*
ACTION: *The motion passed 7-0.*

5D.Discussion and possible action regarding purchase of office equipment for Corporation.

No action was taken on this item.

5G. Discussion and possible action approving and adopting a resolution authorizing the Chairman to execute the Performance Agreement with Texas State Technical College (TSTC), subject to City Council approval.

The Chairman directed Legal Counsel to negotiate Agreement with Texas State Technical College (TSTC), and bring back to the Board for approval.

No action was taken on this item.

5H. Discussion and possible action concerning the Megasite property adopting a resolution(s) authorizing the Chairman to execute any necessary documentation regarding:

a) the sale of the 2 homes (Saw house and the Fritz house) located on the property;

Motion: *Board member Henry Gideon made a motion to adopt a resolution authorizing the Chairman to execute any necessary documentation concerning the sale of the two homes (the Shaw house and the Fritz house) on the Megasite property. Treasurer Kevin LaFrance seconded the motion.*
ACTION: *The motion passed 7-0.*

b) payment of the fifth year's payment on Option Contract with Treila Krueger-AeryTrust.

MOTION: *Treasurer Kevin LaFrance made a motion authorizing the Chairman to execute any documentation concerning the payment of the fifth year's payment on Option Contract with Treila Krueger Aery Trust. Secretary Lucas Evans seconded the motion.*
ACTION: *The motion passed 7-0.*

5I. Discussion and possible action authorizing the Chairman to execute documentation updating both corporations' registered agent, management and payment filing fees with the Secretary of State.

MOTION: *Vice Chairman Don Carlson made a motion authorizing the Chairman to execution documentation updating both corporation's registered agent, management and payment filing fees with the Secretary of State. Board member Mike Arismendez seconded the motion.*
ACTION: *The motion passed 7-0.*

5J. Discussion and possible action regarding adopting a resolution for the City Council of the City of Hutto, Texas to consider placing the approved KTonic Project on its agenda for approval pursuant to Texas Local Government Code Section 505.158(b).

No action was taken on this item.

5K. Update, discussion and possible action regarding Project Chase, Project Sundance, Project Wing Tip/Liberty, Central Processing, the canceled joint workshop with the City of Hutto, Texas, and annual training.

PIO Stacy Schmitt stated there weren't any knew updates for Project Chase, Project Sundance or Wing Tip/Liberty. There are 2 new opportunities – one for the Megasite and one in a different area. City Council would like to try to coordinate a joint workshop with the EDC/CDC Board hopefully in February.

Legal Counsel George Hyde suggested an outside facilitator for the workshop. A business survey would also be a suggestion, a poll for want the community wants.
Board member Mike Arismendez suggested putting it on hold until an Economic Director was hired.
Board member Shawn Lucas agreed, saying the Board would have a clearer vision.

No action was taken on this item.

EXECUTIVE SESSION

No Executive Session

ADJOURNMENT

With no other business to conduct, the meeting was adjourned at 9:07 p.m.

Community Development Corporation

Steven Harris, Chairman

ATTEST:

Cheri Bowman, Economic Development Specialist
Business Retention Specialist