

MINUTES

HEDC Board Meeting February 25, 2021

The HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

Regular Meeting – 25 February 2021 – 5:30 P.M.

The regular monthly meeting for the Hitchcock Economic Development Corporation was held on Thursday February 25 at 5:30 PM. This was an open meeting held in virtually via Zoom due to the Pandemic events of Covid-19. It was conducted via Zoom Link for those unable to attend in person.

ZOOM Link: ACU of Texas is inviting you to a scheduled Zoom meeting.

Topic: HEDC

Time: Feb 25, 2021 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84197636659?pwd=K0MvQWVUcmViYXB1L3lTUzI5T0h1dz09>

Meeting ID: 841 9763 6659

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A G E N D A

1. Call to Order, President Jack Click. The meeting was called to order at 5:39 PM
2. Roll call of members-Board members present – Jack Click, Dorothy Childress, Ted Robinson, Randy Stricklind – Absent Kim Jenkins

Public Present – Dane Carlson – Galveston County Economic Development

3. Public Comments (Limit 2 minutes per speaker) – There were none
4. Consent Agenda
 - a. Approval of the Minutes of the HEDC Regular Meeting of 17 December 2020,21 January 2021
 - b. Approval of payment of the. HEDC Monthly VISA account at Prosperity Bank.
 - c. Approval of other Invoices

Mr. Welch noted the December 17 minutes did not transfer to the board packet and although sent out separately requested they not be approved until the whole board had time to review and discuss. Motion by Dorothy Childress to approve Consent agenda items A,B, and C excepting the minutes for the December 17, 2020 Board meeting Motion seconded by Randy Stricklind. Discussion – Mr. Welch would have the minutes posted for the next regular meeting of the HEDC Board. Motion passed 4-0

5. HEDC Financial Report – Interim Executive Director Fred Welch – Mr. Welch presented the January 2021 bank statement and income/expense report as prepared by the corporation and city CPA. All items were trending at or below the approved budget. Mr. Welch noted that sales tax figures were trending slightly ahead of projections. If this continued income to the corporation would be close to \$320,000 versus the approved budget of \$295,000. He also pointed out that an interest payment of approximately \$6900 for the refinanced note on the water and sewer bonds at Harbor Walk was paid through the City operating account in January and that those funds would be deducted from the HEDC account and given back to the City of Hitchcock. Motion by Dorothy Childress to accept the Financial Report. Motion seconded by Ted Robinson – Motion passed 4-0
6. Executive Director’s Report – regarding economic development activities – Mr. Welch
 - a. Project Report
 - b. Update on Downtown Revitalization Grant
 - c. Communication strategy for Façade Grant Program
 - d. Marketing activity

Mr. Welch presented his monthly report to the Board for January. Due to being quarantined at home for Covid there was little direct activity to report. Good news was received on the

Mr. Welch presented his monthly activity report for January 2021 to the Board. With his quarantine for Covid 19 there was very little new activity to report. There was good news received on the Downtown Revitalization Grant in that the city will receive approximately \$408,000 for the project. Meetings have been held with the Texas Dept. of Agriculture and grant writer to get the grant process started. Anticipated start date for the 24 month project is March 01. Other activities related to marketing and branding were presented within the report which is attached to these minutes.

7. President's Comments

- a. Brief the board on status of the HEDC Activities.
- b. Other

Mr. Click thanked the Board for working together as a team with the selection committee appointed by Mr. Click in December to interview and hire an executive director for the HEDC. He was excited about what has been accomplished these past 12 months particularly with the success of the College of the Mainland Promise Fund and the seed money provided through HEDC to get this program for workforce training and learning beyond high school implemented with Hitchcock ISD and COM. 14 students were assisted in the first semester at COM and an estimated 11 in the 2nd semester who might not otherwise have been able to attend training and education beyond graduation from HISD.

8. Mayor's Comments

9. Board Members' Comments

Mayor Strickland highly complimentary of the work being accomplished with HEDC and its work in collaborating with the City Council, Chamber and business community

Meeting Recess at 5:56 PM to go into Executive Session for the Items below

10. Executive Session: Adjournment to Executive Session Pursuant to Texas Open Meetings Act, Tex. Gov. Code, §§551.071, 551.072, 551.074 and 551.087.*

551.074 Discussion/deliberation of Personnel matters

551.071 Discussion/ deliberation on legal matters, consultation with attorney pending litigation

Close Executives Session 6:31

Reconvene into Open Meeting at 6:32 to take action on the following Items:

11. Reconvene into open session for possible action on Executive Session discussion.

- a. Personnel actions item 551.074 of executive session – Motion approving next steps if needed in search for selection of Executive Director – Motion made by

Dorothy Childress to allow the search committee to move forward on background and credit checks for candidates under consideration for the Executive Director Position. Motion seconded by Ted Robinson. Discussion. Mrs. Childress would work with the City Secretary to forward needed documentation to the candidate(s) under consideration for the Executive Director Position with the intent of having a hiring decision presented to the Board at a special meeting or the next regular meeting of the Board at the latest. Motion passed 4-0

- b. Deliberation with Attorney on sales tax refund to Comptroller and possible action. Motion by Dorothy Childress to arrange a special called executive session within the next 10 days to meet with HEDC attorney and City Attorney on the pending litigation regarding a refund of certain sales taxes back to the Comptroller of the State of Texas. Motion seconded by Randy Strickland. Discussion, Mr. Welch was directed to contact the attorney to obtain a few dates when he would be open to discuss the matter, arrange for a meeting space that would accommodate social distancing for Board members and those present such as the ACU Credit Union Board Room. Motion passed 4-9

12. ANNOUNCEMENT

- a. Next regular meeting 18 March 2021 at 5:30 p.m.

13. ADJOURN – Motion to Adjourn made by Dorothy Childress, Seconded by Ted Robinson. Meeting adjourned at 6:37 PM

Passed and adopted the _____ day of _____, 2021

Jack Click

President

I, Ruth Ann Sorrell, City Secretary, City of Hitchcock, do hereby certify that the above notice of regular meeting of Hitchcock Industrial Development Corporation (HEDC) was posted at City Hall in the City of Hitchcock, Texas, on the _____ th day of February, 2021, at 4:00 pm.

Ruth Ann Sorrell

***If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board reserves the right to conduct a closed meeting in accordance with the Texas Open Meetings Act, Tex. Gov Code § 551.071, *et. seq.* including but not limited to the following provisions: (i) § 551.071 – Consultation with Attorney; (ii) § 551.072 – Deliberation about Real Property; (iii) § 551.074 – Personnel Matters or § 551.087 – Deliberation Regarding Economic Development Negotiations. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.**