

Minutes

HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

Regular Meeting – 15 July, 2021 – 5:30 P.M.

The regular monthly meeting for the Hitchcock Economic Development Corporation was held on Monday July 15th, 2021 at 5:30 PM. This was an open meeting held at HEDC boardroom at 7515 FM 2004, Hitchcock, Texas 77563 and Via Zoom Link for those unable to attend in person.

OOM Link:

Join Zoom Meeting

<https://zoom.us/j/95365705025?pwd=MGNQVEZJbkdxUGhkcTZSWtod296dz09>

Meeting ID: 953 6570 5025

Passcode: 345724

One tap mobile

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A G E N D A

1. Call to Order, Vice President Ted Robinson.

The meeting was called to order at 5:34 PM by HEDC Board Vice President Ted Robinson.

2. Roll call of members

Members present - Dorothy Childress, Ted Robinson, Randy Stricklind, Mayor Chris Armacost.

Absent – Jack Click (arrival at 5:45 pm)

3. Public Comments (Limit 2 minutes per speaker)

There were no public comments.

4. Consent Agenda

- a. Approval of the Minutes of the HEDC Regular Meeting July 15, 2021
- b. Approval of payment of the HEDC Monthly VISA account at Prosperity Bank.
- c. Approval of other Invoices

Motion was made by Dorothy Childress to approve the consent agenda items a, b, and c.
Motion was seconded by Chris Armacost. Motion passed 4-0.

5. HEDC Financial Report – Tyler Robert

Mr. Robert presented the Corporation's financial report for the period ending June 30th. All matters were in order. Mr. Robert noted that sales tax figures were up once again and that the financial outlook of the EDC remained positive. The report was accepted with no questions brought forward.

6. Executive Director's Report – Tyler Robert

- a. Project Report
- b. Marketing activity
- c. Other

Mr. Robert presented his report to the board on the status of projects with the new addition of project Journey. To consolidate the projects list, Mr. Robert noted that after 90 days, projects with no activity would be removed and declared inactive. The board accepted his report.

7. Consider and take possible action to approve sponsorship of Good Ole Days Festival – Tyler Robert

A motion was made by Chris Armacost to approve sponsorship of the Good Ole Days Festival in conjunction with the city at a cost of \$2,500. The motion was seconded by Dorothy Childress. The motion passed 5-0.

8. Discuss, consider, and take possible action to purchase real estate marketing software for website – Tyler Robert

Mr. Robert provided a brief presentation on GIS's Zoom Prospector software and demonstrated its necessity to HEDC's future endeavors. A motion to approve the purchase of this software was made by Chris Armacost and seconded by Dorothy Childress. The motion passed 5-0.

9. Consider and approve budget to present to council for fiscal year 2021-2022 – Tyler Robert

Mr. Robert presented a complete budget for fiscal year 2021-22 to the board. A motion to adopt the budget was made by Dorothy Childress and seconded by Chris Armacost. The motion passed 5-0.

10. Discuss & consider future action to purchase building to house HEDC office – Tyler Robert

Mr. Robert brought to the board's attention merit in looking at multiple sites for new office space along Highway 6. He looked for a consensus on future locations with board members as to their thoughts on best locations. The board agreed that a location within the downtown area between 6th Street and Main Street would provide the best spot for a future office. No further action was necessary.

11. President's Comments

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

Mr. Click wanted to confirm that the EDC and city were trending in the right direction. That we needed to continue to remain positive and promotive a positive outlook within the community.

12. Mayor's Comments

Mr. Armacost let the board know that the city had closed on its new location for city hall.

13. Board Members' Comments

Ms. Childress wanted to bring to the board's attention that Mr. Robert's six-month performance appraisal would be coming up in October.

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

Executive session was entered into at 6:30 and ended at 6:45 PM.

15. ANNOUNCEMENT

- a. Next regular meeting 19 August 2021 at 5:30 p.m.

16. ADJOURN

A motion to adjourn was made by Chris Armacost at 6:50 PM, seconded by Dorothy Childress.

Minutes approved this _____ day of _____ 2021

Jack Click
President