

Minutes

The HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

Regular Meeting – 16 December, 2021 – 5:30 P.M.

The regular monthly meeting for the Hitchcock Economic Development Corporation will be held on Thursday December 16, 2021 at 5:30 PM. This will be an open meeting held at HEDC boardroom at 7515 FM 2004, Hitchcock, Texas 77563.

A G E N D A

1. Call to Order, President Jack Click.

The meeting was called to order at 5:38 PM by HEDC Board President Jack Click.

2. Roll call of members

Present: Jack Click, Dorothy Childress, Chris Armacost,

Absent: Randy Stricklind, Ted Robinson

Guest: Tejal Patel

3. Public Comments (Limit 2 minutes per speaker)

Ms. Patel introduced herself to the EDC board of directors and gave a status update on her new hotel within Hitchcock.

4. Consent Agenda

- a. Approval of the Minutes of the HEDC Regular Meeting November 18, 2021
- b. Approval of payment of the HEDC Monthly VISA account at Prosperity Bank
- c. Approval of other Invoices

A motion to approve the consent agenda was made by Chris Armacost, seconded by Dorothy Childress. Motion passed 3-0.

5. HEDC Financial Report – Tyler Robert

The board accepted the financial report as presented by the Executive Director.

6. Executive Director's Report – Tyler Robert

- a. Project Report
- b. Director's Activities

The director presented the project report and an update on the director's activities. He presented Project Excalibur, a new RFI seeking a site to locate a material science company.

The director had received positive feedback from the Greater Houston Partnership for the EDC's submittal. He had also met with the company SANAVA, a startup EV charging station builder who was looking within the area to place their new facility. The Director also pointed out that the month of January would be the beginning of its efforts to take on Type B projects with voter approval in May.

7. Discuss, consider, and take appropriate action to engage contract with The Retail Coach. (Tyler Robert)

A motion to approve a contract with The Retail Coach for commercial recruitment services was made by Dorothy Childress, seconded by Chris Armacost. Motion passed 3-0

8. Executive Director's Annual Evaluation.

A discussion was held to gauge interest in participating in the city's annual COLA incentive for the Executive Director. It was requested that the Director put together an annual accomplishments document to present to the board at their request.

9. Executive Session: Adjournment to Executive Session Pursuant to Texas Open Meetings Act, Tex. Gov. Code §551.074 Personnel Matters.

No Executive Session

10. Reconvene into open session.

11. Consider possible action or give direction on items legally discussed in Executive Session.

12. President's Comments

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

The president reiterated to the board that he is excited to see the groundwork and planning begin to bear fruit for the development of Hitchcock.

13. Mayor's Comments

None.

14. Board Members' Comments

Ms. Childress restated to the board that the Director keep an activities report for his full term of employment to have on hand in the event the board requested it.

15. ADJOURN

Meeting adjourned at 6:33 PM.

Minutes approved this ____ day of _____ 2021

Jack Click
President