

# Minutes

## The HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

### Regular Meeting – 25 March 2021 – 5:30 P.M.

The regular monthly meeting for the Hitchcock Economic Development Corporation was held on Thursday March 25 at 5:30 PM. This was an open meeting held in the Board Room of HEDC at 7515 FM 2004, Hitchcock, Texas 77563, and Via Zoom Link for those unable to attend in person

ZOOM Link:

Join Zoom Meeting

<https://us02web.zoom.us/j/83701127160>

Meeting ID: 837 0112 7160

## A G E N D A

1. Call to Order, President Jack Click. The meeting was called to order at 5:30 PM by HEDC Board President Jack Click – Mr. Click welcomed incoming HEDC Executive Director Tyler Robert to HEDC and introduced him to the Board.
2. Roll call of members – members present -Jack Click, Dorothy Childress, Ted Robinson, Randy Strickland - Absent Kimberly Jenkins – Guest present – Tyler Robert
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 of 17 December 2020, 25 February 2021 and Special Meeting of March 08, 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 Ted Robinson. Motion passed 4-0

5. HEDC Financial Report – Interim Executive Director Fred Welch – Mr. Welch presented the financial report for the Corporation for the period ending February 28. All matters were in order. The bank statement and Visa payments were discussed. Mrs. Childress asked about the CD with Texas First Bank and if it could be moved to Prosperity where the HEDC account is maintained. Mrs. Childress also directed Mr. Welch and the Board President to authorize a credit card through Prosperity Bank and then cancel Mr. Welch's card when Tyler's is issued and activated.

Mr. Welch indicated he would handle the matter with the new Executive Director and report back to the board. Motion to accept the financial report and authorize the issuance of a credit/debit card to Tyler Robert made by Randy Strickland. Motion seconded by Ted Robinson. Motion passed 4-0

6. Executive Director's Report – regarding economic development activities – Mr. Welch gave an update to the board on EDC activities, current state of projects, the TxDOT grant pre-application and notified the Board of the April 19 annual update to city council.
  - a. Project Report
  - b. Update on Downtown Revitalization Grant
  - c. Update on TxDOT Grant
  - d. Marketing activity
7. Accept resignation from Board Member Kimberly Jenkins. Motion to work with City Council and City Manager on replacement for Ms. Jenkins. Mrs. Jenkins returned by email her resignation from the board citing personal reasons and thanking the board for the opportunity to serve. Motion by Dorothy Childress to accept Mrs. Jenkins resignation. Motion seconded by Jack Click. Discussion – Mrs. Childress made a recommendation to allow Randy Strickland to take the unexpired term of Mrs. Jenkins after the new mayor was sworn in as the mayor is automatically appointed to the HEDC Board. Mr. Strickland said he would consider it but would not commit immediately. Motion passed 4-0
8. President's Comments
  - a. Brief the board on status of the HEDC Activities.
  - b. Other –
9. Mayor's Comments – Mrs. Gelles was about to announce a new finance manager for the city which would be welcome to assist her and staff.
10. Board Members' Comments
11. 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

12. 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
  - b. Deliberation with Attorney on sales tax refund to Comptroller and possible action

**13. ANNOUNCEMENT**

- a. Next regular meeting 22 April 2021 at 5:30 p.m.

**14. ADJOURN – Motion to adjourn a 7:13 PM by Ted Robinson, seconded by Randy Strickland**

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_ 2021

**Jack Click**

**President**