

## Minutes

### The HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

#### Regular Meeting – 20 May, 2021 – 5:30 P.M.

The regular monthly meeting for the Hitchcock Economic Development Corporation was held on Thursday May 20 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://zoom.us/j/95365705025?pwd=MGNQVEZJbkdxUGhkcTZWSWtod296dz09>

Meeting ID: 953 6570 5025

Passcode: 345724

One tap mobile

+13462487799,,95365705025#,,,,\*345724# US (Houston)

## A G E N D A

### 1. Call to Order.

The meeting was called to order at 5:32 PM by HEDC Board President Jack Click.

### 2. Roll call of members –

Members present -Jack Click, Dorothy Childress, Ted Robinson, Randy Strickland, Dane Carlson (via Zoom); Guest present – Mayor Chris Armacost, GHP Consultant Fred Welch.

### 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 April 28, 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. (Tyler Robert)

Mr. Robert presented the Corporation's financial report for the period ending April 30th. All matters were in order. Mr. Robert noted that an increase in visa spending would be reflected on the next visa statement which would show new office equipment purchases made through

Amazon. Mr. Robert noted that sales tax had reached a 3 year high for the month of March. Year to date expenses continued to trend heavily under budget. Mr. Robert confirmed that the CD held at Texas First Bank had been moved to HEDC's primary account at Prosperity Bank. The report was accepted with no questions brought forward.

**6. Resolution of Debt Service payment for January reimbursement and July payment to City of Hitchcock. (Tyler Robert)**

The Board of Directors approved the resolution for payment of HEDC's Debt Service. A motion for approval was made by Dorothy Childress and seconded by Ted Robinson. The vote passed 4-0. No further comments were brought forward.

**7. Consider and take possible action to upgrade HEDC office equipment. (Tyler Robert)**

Mr. Robert had requested HEDC purchase a new printer to better accommodate bulk printing needs within the office. A motion was made by Dorothy Childress to approve the purchase and seconded by Ted Robinson. The vote passed 4-0.

**8. Discuss, consider, and take possible action regarding HEDC membership into Bay Area Houston Economic Partnership (BAHEP). (Tyler Robert)**

Mr. Robert gave a brief presentation of why HEDC should move to join the Bay Area Houston Economic Partnership (BAHEP). Dane Carlson also expressed his belief that a move towards membership was in the best interest of the organization and the city. A motion was made by Dorothy Childress to join BAHEP which was seconded by Ted Robinson. The vote passed 4-0.

**9. Executive Director's Report: (Tyler Robert)**

- a. Project Report
- b. Update on Downtown Revitalization Grant
- c. Update on TxDOT Grant
- d. Marketing activity
- e. Other

Mr. Robert presented his report to the board on the status of projects, updates on the Downtown Revitalization Grant and proposed TxDOT sidewalk grant. It was suggested that Mr. Robert meet with the CenterPoint representative about installing streetlights. He reported that the website had been turned over to him for fine-tuning and it was agreed by the Board that the website should be rolled out as quickly as possible. Mr. Robert introduced a new project intake form for prospects and confirmed that distribution of storefront improvement grant applications would be delivered door-to-door shortly. No action required.

**10. President's Comments:**

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

Mr. Click expressed his appreciation to all board members and guests for sticking with the group as it surges forward on its increasing momentum. He conveyed his excitement about the organization becoming members of BAHEP and appreciated the speed at which his fellow board members were able to move on the subject.

## 11. Board Members' Comments

Mr. Robinson commented on the Board needing better conferencing equipment. Mr. Robert assured him that conferencing equipment was the next item up for purchase once visa payments had been made. Mrs. Childress expressed her pleasure at joining BAHEP and complemented the Director on his performance to date which was echoed by the other board members. Mr. Strickland confirmed that board members would be interested in attending meetings at BAHEP events with the Director and to keep them in the loop as to his plans.

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

## 13. ANNOUNCEMENTS:

- a. Next regular meeting 17 June 2021 at 5:30 p.m.
- b. Board Retreat 14 June 2021 at 12:00 p.m. Associated Credit Union of Texas - League City Corporate: 1095 W League City Pkwy, League City, TX 77573

## 14. ADJOURN

A motion to adjourn was made by Ted Robinson at 6:33 PM, seconded by Randy Strickland – Adjournment.

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



Jack Click  
President