

# Minutes

## The HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

### Regular Meeting – 22 February 2023 – 5:30 P.M.

#### 1. Call to Order.

The board was called to order at 5:31 PM.

#### 2. Roll call of members.

Dorothy Childress was absent.

#### 3. Public Comments (Limit 2 minutes per speaker).

No public comments.

#### 4. Presentation by Easterwood Architects' Studio.

The director presented Mr. Easterwood's latest site plans.

#### 5. Presentation by Michael Baxter of Texas Festival & Tourism Consulting.

Mr. Baxter provided an update to the board on his efforts to help build out the LSGF.

#### 6. Consent Agenda

- a. Approval of the Minutes of the HEDC Regular Meeting January 25, 2023
- b. Approval of payment of the HEDC Monthly VISA account at Prosperity Bank
- c. Approval of other invoices
- d. Approval of COM Promise Fund payment

A motion to approve the consent agenda was made by Chris Armacost, seconded by Ted Robinson. Motion passed 4-0.

#### 7. HEDC Financial Report. (Tyler Robert)

The board approved the financial report as presented by the director.

#### 8. Executive Director's Report. (Tyler Robert)

- a. Project Report
- b. Director's Activities
- c. Real Property Update
- d. Downtown & Events Status Report

The director provided updates on his ongoing efforts to manage the properties for downtown redevelopment, as well as the ongoing future projects. The director noted that city staff had raised concerns about the LSGF. He was working with all departments to alleviate concerns and find workarounds to issues.

**9. Discussion and appropriate action to approve moving HEDC funds from Prosperity Bank to Texas First; closing HEDC credit card at Prosperity Bank and opening a new credit card at Texas First Bank; designate account rights per HEDC bylaws (Tyler Robert).**

A motion was made by Chris Armacost to approve the EDC opening a business checking account at Texas First; Opening a credit card for the executive director with a limit of \$5,000 at Texas First; approving the use of mobile banking at Texas First; to grant authority to transfer funds from Prosperity to the new account at Texas First to the minimum limit of Prosperity Bank and for the payment of the account's credit card; to adopt current account signers as signers for the new account; to close the Prosperity credit card upon final billing; dependent upon Board President Jack Click's final review of the account terms and conditions. Motion seconded by Ted Robinson. Motion passed 4-0.

**10. Executive Session: Adjournment to Executive Session Pursuant to Texas Open Meetings Act, Tex. Gov. Code § 551.072 – Deliberation about Real Property.**

Convened into Executive Session at 7:28 PM.

**11. Reconvene into open session and consider action discussed in executive session.**

Reconvened into open session at 7:43 PM.

A motion to approve remodeling fees for the property located at 8002 N MLK Ave in the amount of \$15,000 was made by Chris Armacost, seconded by Ted Robinson. Motion passed 4-0.

**12. President's Comments**

**a. Brief the board on status of HEDC Activities.**

Jack Click mentioned that he met with Mr. Doyle from TFB and thanked him for all he did for Hitchcock.

**13. Mayor's Comments**

The mayor mentioned that Sonic should be opening this summer. He also mentioned that the RV resort should break ground within the next few months.

**14. Board Members' Comments**

None.

**15. ADJOURN**

Meeting adjourned at 8:04 PM.

**Minutes Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2023.**

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**Jack Click**  
**President**