

## MINUTES

### THE HITCHCOCK ECONOMIC DEVELOPMENT CORPORATION

Regular Meeting – April 24, 2025 – 5:30 P.M.

**The regular monthly meeting for the Hitchcock Economic Development Corporation (HEDC) was held on Thursday April 24, 2025, at 5:30 p.m. This was an open meeting located in the downstairs Conference Room at 8115 Hwy. 6, Hitchcock, Texas 77563.**

#### A G E N D A

##### 1. Call to Order.

The Board of Directors meeting was called to order at 5:45 p.m. by President Jack Click.

##### 2. Roll call of members.

The roll was called, and the following members were present: Jack Click-President, Hon. Chris Armacost-Mayor, Kathy Marullo, Allen Johnson, and Ted Robinson. Staff: Executive Director Lance LaCour was in attendance. Three members of Project Domino were in attendance as well.

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

There were no public comments made.

##### 4. Presentation from HimanSu Patel of Project Domino.

Members of Project Domino provided a presentation to the Board which entailed a PowerPoint presentation and sketch of the project. Board members asked some questions about the project and suggested Project Domino work with the Executive Director and the Community Development Department to explore site and development planning options.

##### 5. Consent Agenda

- a. Approval of the Minutes of the HEDC Regular Meeting on March 20, 2025.
- b. Review of March 31, 2025, Bank Statement and approval of payment of the HEDC Visa Statement account at Texas First Bank.

The motion to approve the consent agenda was made by Chris Armacost and seconded by Kathy Marullo. The motion carried.

##### 6. Discussion and Possible Action Items

- a. Baytran Membership-\$800: Chris Armacost reviewed the proposed membership and made a motion to approve the membership. Kathy Marullo seconded, and the motion carried.
- b. Hitchcock Education Foundation-\$2,500: President Click reviewed the proposed grant. Ted Robinson motioned to approve; Allen Johnson seconded. Chris Armacost and Kathy Marullo abstained, and the motion carried.

- c. Storefront and Streetscape Improvement Program: Lance LaCour reviewed the status and proposed revisions to the Program. The revisions included adding paint color review to the HEDC Review process, dumpster screening, other application revisions to add clarity, and segmenting the program information into three parts: a summary, more detailed information, and the application. Ted Robinson motioned to approve. Chris Armacost seconded, and the motion carried.
- d. HEDC Direct Incentive Program Guidelines and Policy: Lance LaCour reviewed the new HEDC Direct Incentive Policy. Kathy Marullo motioned to approve. Ted Robinson seconded, and the motion carried.
- e. Chapter 380 and 312 Incentive Program Guidelines and Policy: Lance LaCour reviewed the new HEDC Direct Incentive Policy. Allen Johnson motioned to approve. Ted Robinson seconded, and the motion carried.
- f. Former HEDC Incentive Policy: Lance LaCour noted the old Incentive Policy developed in 2024 does not synchronize with these new Guidelines and Criteria and suggested the old Policy be rescinded. Ted Robinson, motioned to rescind the old Incentive Policy. Allen Johnson seconded, and the motion carried.
- g. Hitchcock 2030-Economic Development Strategic Plan: Lance LaCour reviewed the highlights of Strategic Plan. President Click motioned to approve, adopt and implement Hitchcock 2030. Allen Johnson seconded. It was noted that LaCour will develop a 12-month Work Plan for presentation to the Board for the next meeting and this 12-month Work Plan will be presented to the City Council in June. The motion carried.
- h. Preliminary Base Budget: Lance LaCour discussed the preliminary budget. LaCour and President Click will work with City staff to develop the budget for the city deadline submittal of May 2, 2025. No action was taken
- i. Marketing Items-Revise Cards for Board Members, EDC Shirts: An action was not necessary or taken for this item.

## **7. Discussion Items**

- a. Downtown District Expansion: President Click and Lance LaCour discussed this matter. It was suggested to revise the map exhibits.

## **8. HEDC Financial Report. (Lance LaCour)**

The Executive Director reviewed the HEDC Financial Report. Kathy Marullo motioned to approve. Chris Armacost seconded, and the motion carried.

## **9. Executive Director's Report. (Lance LaCour)**

- a. Opportunity Pipeline, Property and Activity Report

The Executive Director provided updates on the prospect and project opportunity pipeline, property, and activity report.

Executive Session: Adjournment to Executive Session under the Texas Open Meetings Act, Texas Government Code §: Section 551.071(1)(A) to consult with City Attorney to seek advice on contemplated litigation and settlements, Section 551.074 (A)(1) deliberation regarding personnel matters, and Section 551.072 – Deliberation about Real Property.

## **10. Executive Session**

- a. The Board did not adjourn to Executive Session.

## **11. President's Comments**

- a. President Click briefed the Board the board on the status of HEDC activities.

## **12. Mayor's Comments**

- a. There were no comments presented.

## **13. Board Members' Comments**

- a. There were no comments presented.

## **ANNOUNCEMENT**

- a. The next regular meeting is scheduled for May 22, 2025, at 5:30 p.m.
- b. A proclamation for International Economic Development Week, May 11-17, 2025, is scheduled for the City Council meeting on April 28, 2025.

## **14. ADJOURN**

- a. The meeting was adjourned at 9:20 p.m.