

BudaTx Economic Development Corp.

**NOTICE OF A REGULAR MEETING OF THE
CITY OF BUDA 4B CORPORATION
(Buda Economic Development Corporation)
Monday, April 11, 2022 at 6:00 PM
Buda Municipal Complex – Council Chambers
405 East Loop Street, Bldg. 100, Buda, TX 78610**

The Buda Economic Development Corporation will hold a regular board meeting beginning at **6:00 PM, Monday, April 11, 2022** at the **Buda Municipal Complex – Council Chambers**, 405 East Loop Street, Bldg. 100, Buda, Texas 78610 for the purposes of discussing the following agenda items.

ALL AGENDA ITEMS ARE SUBJECT TO ACTION BY THE BOARD.

AGENDA

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENTS / PUBLIC TESTIMONY

Members of the public who wish to participate in Public Comment or offer Public Testimony must complete a sign-in form and turn it into the Executive Director before the period provided for Public Comment and Public Testimony is called for consideration by the presiding officer.

D. PUBLIC HEARING

In accordance with Texas Local Government Code Section 505.158 and 505.159, the City of Buda 4B Corporation, a Texas non-profit 4B economic development corporation ("Buda EDC"), will receive public comments related to the following projects considered by the EDC as follows:

1. Park Enhancement Project

Pursuant to Texas Local Government Code Section 505.152, the Buda EDC proposes to fund certain park enhancements in the City of Buda, not to exceed a total amount of \$93,430.00 (Ninety-Three Thousand Four Hundred Thirty Dollars and/no 100s), as described below:

- i. Playground safety surfacing to City Park in an amount not to exceed \$18,430.00;
- ii. Purchase of temporary fencing for special events at City parks and City-approved recreational events in an amount not to exceed \$75,000.00.

2. Capital Improvement Project- Robert S. Light Expansion

Pursuant to Texas Local Government Code Section 501.103 (Infrastructure Improvement Projects), the Buda EDC proposes to fund a portion of the City of Buda's capital improvement project, in an amount not to exceed \$500,000.00 (Five Hundred Thousand Dollars and/no 100s), for the Robert S. Light expansion in conjunction with the award of federal funds for the project.

E. UPDATES *[estimated discussion time: 10 minutes]*

1. Buda EDC Staff Report – *MUMLEY*
 1. Project/EDC Activities
 2. Updates:
 - WWII Museum Signage
 3. BRE Activities
 - Small Business Roundtable Series Updates
 - BRE Business Updates/Postmortem Updates
 4. Buda Chamber Activities

2. Buda EDC Board Report – *BOARD*

BEDC Board Committees:

 1. Finance Committee (Martin, Otto, Storm)
 2. Buda EDC Personnel Committee (Storm, Urban, Martin)
 3. Land Committee (Storm, Davidson, Urban)
 4. Buda EDC Incentive Review Committee (Urban, Ture, Storm; Mumley)
 5. Events Committee (Martin, Otto, Urban; Mumley)

City and Other Partner Committees:

 1. Mobile Food Truck Ad Hoc Committee (Davidson)
 2. Greater San Marcos Partnership Board (Storm)
 3. City/BEDC Incentive Task Force (Storm)
 4. Small Business Task Force (Storm)
 5. Buda Bond Oversight Committee (Urban)

3. City Activities
 1. Capital Improvement Projects, Road Projects, Finance, Grants, Tourism, Events, Parks & Recreation, Legislative, Library, Development Projects.

F. CONSENT AGENDA *[estimated discussion time: 5 minutes]*

All matters listed under this item are considered to be routine by the Buda Economic Development Corporation and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired by any Board Member on any item, that item will be removed from the consent agenda and will be considered separately.

1. Approval of the March 7, 2022, regular Board meeting minutes.
2. Approval of the March 21, 2022, special Board meeting minutes.
3. Authorize the selection and use of Hubspot as the Buda EDC's customer relationship management (CRM) software.
4. Approval of Buda EDC Resolution recognizing the week of May 2-5, 2022 as National Small Business Week.

G. GENERAL AGENDA ITEMS

1. Discussion and possible action regarding FY21-22 February financials. *[Martin] [estimated discussion time: 10 minutes]*
2. Discussion and possible action to approve the Capital Improvement Project- Robert S. Light Expansion and to authorize the president to sign any funding agreements necessary for the project. *[Storm] [estimated discussion time: 10 minutes]*
3. Discussion and possible action regarding the approval of expenditures for a Park Funding Agreement with the City of Buda. *[Brockman-Weber] [estimated discussion time: 10 minutes]*
4. Discussion and possible action regarding the selection and hiring of Proximate, LLC to provide interim executive director services and discussion and possible action to authorize the board president to enter into an agreement for such services. *[Storm] [estimated discussion time: 15 minutes].*
5. Discussion and possible action regarding the approval of an FY21-22 Budget Amendment to reallocate \$75,000.00 from budgeted reserves to the Administration category for interim expenses including interim executive director services, temporary staffing, temporary staff salary/wage adjustments. *[Storm] [estimated discussion time: 15 minutes].*
6. Discussion and possible action regarding the approval of an FY21-22 Budget Amendment to reallocate \$2,000.00 from budgeted reserves to the communication category for cell phone(s) for staff. *[Storm] [estimated discussion time: 10 minutes].*
7. Discussion and possible action regarding the approval of a FY21-22 Budget Amendment to reallocate not more than \$50,000.00 from budgeted reserves to Professional Services for target industry analysis and other product development analyses. *[Storm] [estimated discussion time: 10 minutes].*
8. Discussion and possible action to select and approve Arsenal Advertising to provide marketing services to the Buda EDC and discussion and possible action to authorize the board president to enter into an agreement for such services. *[Storm] [estimated discussion time: 10 minutes].*
9. Discussion and possible action to authorize surveying and other action items outlined in the Engineering Report and proposal from Pape-Dawson on the City-owned property in downtown Buda subject to City Council approval. *[Storm] [estimated discussion time: 10 minutes].*

H. EXECUTIVE SESSION

The Buda Economic Development Corporation Board of Directors will recess its open meeting and adjourn into executive session pursuant to the Texas Government Code, Chapter 551, to deliberate the following:

§ 551.071 – Consultation with Attorney – (1) legal advice regarding agreement for executive director interim services; (2) legal advice regarding personnel matters; (3) legal advice regarding Park Funding Agreement; (4) legal advice regarding the Pape Dawson Engineering Report and proposal. *[estimated discussion time: 30 minutes]*

§ 551.074 – Deliberation on personnel matters including the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: (1) Economic Development Specialist; (2) Office Manager. *[estimated discussion time: 30 minutes]*

RECONVENE INTO OPEN SESSION

The Buda Economic Development Corporation Board of Directors will reconvene in open session to discuss, consider, and/or take any action necessary related to any of the items noticed for discussion during the executive session.

I. FUTURE AGENDA ITEMS

J. ADJOURNMENT

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other governmental bodies, and/or city boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that body, board, commission, or committee subject to the Texas Open Meetings Act.

This agenda has been reviewed and approved by Buda Economic Development Corporation's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

The Buda Economic Development Corporation reserves the right to adjourn into Executive Session at any time regarding any issue on this agenda for which it is legally permissible. The meeting venue is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to the meeting. Please contact the Economic Development Specialist at 512.295.2022 for information or assistance. I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Governing Body of the Buda Economic Development Corporation was posted on the door of the Buda Economic Development Corporation and Buda City Hall, and on the Buda Economic Development Corporation's website which is readily accessible to the public at all times, by 5:00 p.m. on Friday, April 8, 2022.





Shannon Mumley, Economic Development Specialist