

# BudaTx<sup>y</sup>Economic Development Corp.

**REGULAR MEETING MINUTES OF THE  
CITY OF BUDA 4B CORPORATION  
(Buda Economic Development Corporation)  
Monday, February 7, 2022 at 6:00 PM  
Buda Municipal Complex – Council Chambers  
405 East Loop Street, Bldg. 100, Buda, TX 78610**

## **MINUTES**

### **A. CALL TO ORDER**

President Storm called the meeting to order at 6:01 p.m.

### **B. ROLL CALL**

EDC Executive Director Anderson certified a quorum with the following:

#### **Board Members Present:**

President Jennifer Storm  
Vice President/Treasurer Amy Martin – excused absence  
Secretary Betsy Urban  
Board Director LaVonia Horne-Williams  
Board Director Monica Davidson  
Board Director Evan Ture  
Board Director Tim Otto – joined meeting at 6:12 p.m.

#### **Buda EDC Staff/Attorneys Present:**

EDC Executive Director Traci Anderson  
EDC Economic Development Specialist Shannon Mumley  
EDC Attorney Josh Brockman-Weber  
EDC Attorney Chris Nichols

### **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.*

Executive Director Anderson confirmed there were no public comments.

### **D. PRESENTATION**

#### **1. Presentation regarding recognition of the following outgoing Board Members: John Tomme.**

The Board recognized outgoing Board Member John Tome by presenting him with a plaque.

2. **Presentation from Clay Huckaby, Fire Chief, regarding updates on Hays County ESD No. 2 (EMS) and Hays County ESD No. 8 (Fire).**

Fire Chief Clay Huckaby gave an in depth update on what is going on with the Fire Department, Hays County ESD No. 2 (EMS) and Hays County ESD No. 8 (Fire). Chief Huckaby took time to listen to the Board's comments/praise/appreciation and to also answer questions.

3. **Presentation from City of Buda Planning Department regarding Existing Land Use data.**

Melissa McCollum, Director of Planning with the City of Buda gave an extensive presentation to the Board on the Existing Land Use Data, explaining how the data works and how the data is used. Ms. McCollum was able to listen to the Board comments and answer any question by the Board.

#### **E. CONSENT AGENDA**

*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 December 13, 2021, regular Board meeting minutes.**
2. **Approval of the January 10, 2022, regular Board meeting minutes.**

RESOLVED, that the Board approved Consent Agenda Items 1 and 2 as presented. Motion by Member Ture, seconded by Secretary Urban. Motion passed 6-0-0.

#### **F. GENERAL AGENDA ITEMS**

1. **Discussion and possible action regarding FY20-21 January through September and year-end EDC financials.**

RESOLVED, that Board approve the FY20-21 January through September and year-end EDC financials as presented. Motion by Member Ture, seconded by Member Davidson. Motion passed 6-0-0.

2. **Discussion and possible action regarding FY21-22 October through December EDC financials.**

RESOLVED, that Board approve the FY21-22 October through December EDC financials as presented. Motion by Member Davidson, seconded by Member Otto. Motion passed 6-0-0.

3. **Discussion and possible action regarding the addition of Buda EDC signatories to EDC accounts.**

Item pulled.

4. **Discussion and possible action regarding the replacement of prior Treasurer LaVonia Horne-Williams on the Finance Committee with new Treasurer Amy Martin.**

RESOLVED, that the Board approved the replacement of prior Treasurer LaVonia Horne-Williams on the Finance Committee with new Treasurer Amy Martin. Motion by Member Ture, seconded by Member Davidson. Motion passed 6-0-0.

5. **Discussion and possible action regarding the appointment of a Board Member to the ad-hoc Buda Bond Oversight Committee.**

RESOLVED, that the Board appoint Board Member/Secretary Betsy Urban to the ad-hoc Buda Bond Oversight Committee. Motion by Member Davidson, seconded by Member Ture. Motioned passed 6-0-0.

6. **Discussion and possible action regarding the hiring of a professional services firm to conduct land use mapping.**

No action taken.

#### **G. EXECUTIVE SESSION**

At 8:18 p.m., 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 Executive Director; (2) legal advice regarding economic incentives; (3) legal advice regarding Project Land; (4) legal advice regarding proposals for land use mapping; (5) legal advice on the potential expansion of the EDC’s BRE Program.

**§ 551.087** – Economic Development Negotiations – to discuss or deliberate commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations for the following projects: (1) Zoi Meridian; (2) Project Yellowstone.

**§ 551.074** – Deliberation on personnel matters including the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: (1) Executive Director.

#### **RECONVENE INTO OPEN SESSION**

At 10:10 p.m., the Buda Economic Development Corporation Board of Directors will reconvene into open session to discuss, consider, and/or take any action necessary related to any of the items noticed for discussion during executive session including but not limited to the following:

##### **§ 551.087**

1. **Discussion and possible action to approve a Buda Business Development Grant for Zoi Meridian, LLC and approval of a performance agreement.**

RESOLVED, that the Board approve Buda Business Development grant for Zoi Meridian, LLC, not to exceed \$10,000.00 (Ten Thousand Dollars), for the specific use of electronic and plumbing enhancement of the property, and to also authorize President Storm to sign the the Performance Agreement. Motion by Member Otto, seconded by Member Davidson. Motion passed 6-0-0.

##### **§ 551.071 and § 551.074**

2. **Discussion and possible action regarding a budget amendment to allocate additional funds in an amount not to exceed \$8,500.00 (Eighty-five hundred dollars) for professional development of EDC staff.**

RESOLVED, that the Board approved a budget amendment to allocate additional funds in an amount not to exceed \$8,500.00 (Eighty-five hundred dollars) for professional development of EDC staff. Motion by Member Davidson, seconded by Member Ture. Motion passed 6-0-0.

§ 551.071 - § 551.087 - § 551.074

No action taken on any other Executive Session items.

## H. UPDATES

### 1. Buda EDC Staff Report – ANDERSON/MUMLEY

#### 1. Project/EDC Activities

- WWII sign completed and handed over to Brian. Unveiling event to follow at the Memorial Golf.
- Traci and Shannon attended the GSMP Transportation Summit event
- President Storm and Executive Director Anderson attend the Robert Rule's of Order presented by Buda Area Chamber of Commerce President J.R. Gonzales.

#### 2. Updates:

- Marketing RFP has been released for bid, due on March 4, 2022.
- Land Use survey/Engineering report has been on the way with Pape-Dawson Engineers and hope to have it analyzed in the next week or so.
- Continue to get additional proposal on the Land Mapping project
- Incentive Policy has a final draft, will get out to consultants and Incentive Task Force. Joint meeting with the City on February 15, 2022.
- Small Business Incentive draft has been started and is being tweaked.
- Making updates to EDC Website.
- Met with the City Planning and Permit Department and has set up reoccurring weekly meetings.
- Business/Development updates to Board by Traci.
- Working on Audit with Austin from Joe Wargo, CPA.
- KokeFest coming to Buda and hoping for it to be an EDC/Tourism collaboration of funds to make it happen.
- Possible revised agenda next month.
- Shannon will attend the upcoming Basic Economic Development Course starting February 22-25, 2022.
- Board Reappointments coming up (Member Horne-Williams, Urban and Martin).
- Looking to reschedule Strategic Planning date.
- Put together an EDC Asset List that was needed for the auditors.
- Rodeo will not be happening this year, too soon, possibly next year.
- Working on upcoming goals, one being incentive payouts for Valentina's, Buda Mill and Grain, and Nighthawks. Finalize the Large Business Incentive Draft to include a flow chart. Reviewing all EDC Committee and assigning staff liaison with each committee to make sure all meetings are running smoothly. Working on a template for monthly reporting and implementation matrix that will take our goals and Executive Director evaluation goals to see what is being done each month.
- Wanting to work with Events Committee on getting Mural Contest started.

- Couple of items of interest on P&Z Meeting tomorrow night.

### 3. BRE Activities

- Shannon working on extensive HubSpot to Executive Pulse transition/migration.
- Shannon to start picking up BRE visits with the surveys.
- Kicked off first Roundtable event on January 19, 2022 at 8:30 a.m., 15 people were in attendance. Roundtable feedback helped with creating Small Business Incentive draft.
- Next Roundtable is March 22, 2022 at 8:00 a.m. with a focus on marketing. Needing help with finding marketing firms/contractors in Buda.
- Mockingbird Made and Niece Equipment are looking for space to expand.
- World Wide Tires leaving Buda, they lease the building and the manager of 25 years is leaving.
- In talks with Zoi's Market, Bandit Tacos on how we can help them with financial incentive/small business grant application because they are expanding.
- Went to two meetings last month, GSMP Manufacturing with Star Park Program at Texas University and the 2022 Transportation Summit along with Ms. Anderson.
- Meeting with Buda Bike, IMAC and Willie's about their parking lot issues. Figure out zoning and permits license and to make the process easier for them.
- Upcoming Events: Care Act Webinar on February 16, 2022 at 2:00 p.m., subject matter is Employee Retention Credit (Cares Act Program), host Titos Menchaca.
- First Groundbreaking Event: Airgas, February 22, 2022 at 10:00 a.m.
- New Businesses coming into Buda: Factory Gym opening early March, and RacFit.

### 4. Buda Chamber Activities

- Chamber Luncheon February 9, 2022.

## 2. Buda EDC Board Report – **BOARD**

1. Mobile Food Truck Ad Hoc Committee (Davidson)
2. Finance Committee (Martin, Otto, Storm)
3. Buda EDC Incentive Review Committee (Urban, Ture, Storm)
4. Buda EDC Personnel Committee (Storm, Urban, Martin)
5. Events Committee (Martin, Otto, Urban)
6. Small Business Task Force (Storm)
7. Greater San Marcos Partnership Board (Storm)
8. City/BEDC Incentive Task Force (Storm)
9. Land Committee (Storm, Davidson, Urban)
10. Buda Bond Oversight Committee (Urban)

***No update to report***

## 3. City Activities

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

No Update to report

**I. FUTURE AGENDA ITEMS**  
Weiner Dog Races - Buda

**J. ADJOURNMENT**  
With no further business, President Storm adjourned the meeting at 10:43 p.m.

APPROVAL OF MINUTES:

  
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Betsy Urban, Secretary

ATTEST:

  
\_\_\_\_\_  
Traci Anderson, Executive Director