

BudaTx Economic Development Corp.

**REGULAR MEETING MINUTES OF THE
CITY OF BUDA 4B CORPORATION
(Buda Economic Development Corporation)
Monday, April 12, 2021 at 6:00 PM
VIA ZOOM VIDEOCONFERENCE**

MINUTES

A. CALL TO ORDER

President Storm called the meeting to order at 6:00 p.m.

B. ROLL CALL

Executive Director Anderson certified a quorum with the following:

Board Members Present:

President Jennifer Storm
Vice President Monica Davidson
Treasurer LaVonnia Horne-Williams – arrived at 6:02 pm
Secretary Betsy Urban
Board Director Amy Martin
Board Member Ray Bryant
Board Director Kelly Herbert

Buda EDC Staff/Attorneys Present:

Executive Director Traci Anderson
Economic Development Specialist Stephanie Mazurkiewicz
EDC Attorney Josh Brockman-Weber

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. CONSENT AGENDA

1. **Approval of the March 8, 2021 Regular Board meeting minutes. [ANDERSON]**

RESOLVED, that the Board approved Consent Agenda items as presented. Motion by Vice President Davidson, seconded by Member Martin. Motion passed 7-0-0.

E. GENERAL AGENDA ITEMS

1. **Discuss and possible action regarding any amendments needed to the Reopen COVID Plan per the new Governors Orders issued on March 2, 2021. [ANDERSON]**

RESOLVED, that the Board approved the Reopen COVID Plan per the new Governors Orders issued on March 2, 2021. Motion by Member Herbert, seconded by Secretary Urban. Motion passed 7-0-0.

- 2. Discuss and possible action regarding the hiring of a professional services firm to complete or assist with the creation of a Small Business Incentive Guideline. [ANDERSON]**

EDC Executive Director Anderson explained that the prior approval for services to revise the Incentive Policy was for bigger incentives that typically involve Tax Rebates and going through the Incentive Task Force. This would be for smaller incentives that would involve façade grants, repairs, etc.

RESOLVED, that the Board approved the authorization for the EDC Executive Director to spend up to \$6,500 for the hiring of a professional services firm to complete or assist with the creation of a Small Business Incentive Guideline. Motion by Vice President Davidson, seconded by Member Bryant. Motion passed 7-0-0.

- 3. Discuss and possible action regarding the Buda EDC seeking congressional appropriations for local projects. [ANDERSON]**

EDC Executive Director Anderson explained that there is an opportunity for the BEDC to submit a project for congressional appropriations funding through the Office of Representative Lloyd Doggett's office. Anderson stated the project that would be of interest is the South Loop 4 Wastewater lines that were already being funded by the BEDC for design phase only. The cost that was last quoted was approximately \$2M for both lines needed to serve the area on South Loop 4 just north of Robert S. Light. The City staff is taking this before the City Council to see what project they would like to submit. If the BEDC Board finds this to be an acceptable project to move forward, it would be to approve the 20% match funded fully by the BEDC and provide recommendation to City Council to move this project forward for funding.

RESOLVED, that the Board approved the authorization for the EDC Executive Director to spend up to a 20% match on the South Loop 4 Wastewater project pending all the other approvals of City Council and Congressional Office. Motion by President Storm, seconded by Member Bryant. Motion passed 7-0-0.

- 4. Discuss and possible action regarding discussion from the Joint meeting with P&Z, City Council and the Buda EDC Board of Directors. [ANDERSON]**

EDC Executive Director Anderson stated this item was on the agenda to allow for any further discussion if needed from the joint meeting with the Planning and Zoning Commission and City Council.

No discussion or action was taken.

- 5. Discuss and possible action regarding goals/projects the Board of Directors would like to pursue in the FY 2021-2022 to provide direction to the Finance Committee to draft a FY 2021-2022 Budget. [ANDERSON]**

No discussion or action was taken.

- 6. Discussion and possible action to recommend that the City of Buda recognize May 9-15, 2021 as National Economic Development Week. [ANDERSON]**

RESOLVED, that the Board approved the recommendation that the City of Buda recognize May 9-15, 2021, as National Economic Development Week. Motion by Treasurer Horne-Williams, seconded by Member Herbert. Motion passed 7-0-0.

7. Deliberation regarding new developments, projects, and economic development activity in Buda.
[ANDERSON]

Executive Director Anderson gave an update on Development Review Committee notes and no further information was needed at this time.

F. EXECUTIVE SESSION

At 6:54 p.m., the Buda EDC Board of Directors met in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

§ 551.071 – Consultation with Attorney – (1) legal advice from EDC attorney regarding the potential purchase, exchange, lease of real estate by the Buda EDC.

§ 551.072 – Deliberation regarding Real Property. Deliberation on the potential purchase, exchange, lease, or value of real property within the City of Buda or its extraterritorial jurisdiction by the BEDC for economic development purposes.

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

§ 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) Project Herbal, (2) Project Sauce, (3) Project Silo, and (4) Project Garlic.

G. RECONVENE INTO OPEN SESSION

At 8:52 p.m., the Buda EDC Board of Directors reconvened into open session to discuss, consider, and/or take any action necessary related to the items noticed for discussion during executive session.

- (1) **§ 551.071** – No action taken.
- (2) **§ 551.072** – No action taken.
- (3) **§ 551.074** – No action taken.
- (4) **§ 551.087** –
 - (1) Project Herbal - RESOLVED, that the Board approved a \$10,000 Small Business Grant Incentive and authorization of President Storm to execute a Short Performance Agreement with Project Herbal, now known as Zoi Market. Motion by Treasurer Horne-Williams, seconded by Member Herbert. Motion passed 7-0-0.
 - (2) Project Sauce - Direction given to staff to negotiate incentives.
 - (3) Project Silo - Direction given to staff to negotiate incentives.
 - (4) Project Garlic – No action taken.

H. UPDATES

1. **Buda EDC Staff Report – ANDERSON/MAZURKIEWICZ**
 1. **Project/EDC Activities**
 2. **BRE Activities**
 3. **Buda Chamber Activities**
 4. **Strategic Plan Implementation Matrix**

5. Community Survey Results and Implementation

6. Updates:

- **Target Industry Analysis**
- **Marketing RFQ**
- **Accounting RFQ**
- **Incentive Policy**

BRE Activities update was given by Economic Development Specialist Mazurkiewicz.

Executive Director Anderson stated an Activities Report will be sent to the Board with upcoming project information. Anderson mentioned the Accounting RFQ should be out by the end of the week. The Marketing RFP has additional corrections that need to be made before it is complete. The Incentive Policy has additional feedback from consultant that will be sent to the Incentive Task Force Group. Working on dates for the Incentive Training that will be a Joint Meeting with the Buda EDC and City Council.

2. Buda EDC Board Report – BOARD

- 1. Mobile Food Truck Ad Hoc Committee (Davidson)**
- 2. Finance Committee (Horne-Williams, Davidson, Storm)**
- 3. Buda EDC Incentive Review Committee (Urban, Davidson, Storm)**
- 4. Events Committee (Martin, Herbert, Urban)**
- 5. Small Business Task Force (Storm)**
- 6. Greater San Marcos Partnership Board (Storm)**
- 7. City/BEDC Incentive Task Force (Storm)**

Vice President Davidson stated there were no updates from the Mobile Food Truck Ad Hoc Committee.

President Storm stated there were no updates from the Finance Committee or Incentive Review Committee.

Executive Director Anderson stated updates were shared earlier for Events Committee.

President Storm stated no updates for Small Business Task Force at this time or Greater San Marcos Partnership.

3. City Activities

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

Vice President Davidson stated no updates at this time.

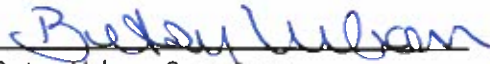
I. FUTURE AGENDA ITEMS

President Storm stated no future agenda items at this time.

J. ADJOURNMENT

With no further business, President Storm adjourned the meeting at 9:15 p.m.

APPROVAL OF MINUTES:


Betsy Urban, Secretary

ATTEST


Traci Anderson, Executive Director