

BudaTx Economic Development Corp.

**REGULAR MEETING MINUTES OF THE
CITY OF BUDA 4B CORPORATION
(Buda Economic Development Corporation)
Monday, May 10, 2021 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 6:02 p.m.

B. ROLL CALL

EDC Executive Director Anderson certified a quorum with the following:

Board Members Present:

President Jennifer Storm
Vice President Monica Davidson
Treasurer LaVonia Horne-Williams
Secretary Betsy Urban
Board Director Amy Martin
Board Member Evan Ture
Board Director Kelly Herbert - excused absence

Buda EDC Staff/Attorneys Present:

EDC Executive Director Traci Anderson
EDC 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.

President Storm welcomed new appointed Board Member Evan Ture to the Board.

EDC Executive Director Anderson announced and introduced the Buda EDC new Office Manager, Angela Peterson, whose official start date was May 10, 2021. Angela introduced herself to the Board and was welcomed by the Board who thanked her family for their service to our country being in the Armed Forces.

D. PUBLIC HEARING

- 1. Financial incentives and performance agreement not to exceed Two Hundred Twenty-Eight Thousand Seven Hundred Seven and No/100s (\$228,707.00) to Valentina's Tex Mex BBQ, LLC for economic development purposes, including expense reimbursement for the remodel of commercial space to be used for the operation of an approximate six thousand (6,000) square foot restaurant space as well**

as the purchase of restaurant equipment and other materials to be located at the Buda Mill & Grain development in the City of Buda;

2. **Financial incentives and funding agreement not to exceed Two Hundred Twenty-Eight Thousand Seven Hundred Seven and No/100s (\$228,707.00) to Buda Mill & Grain Co. for economic development purposes including expense reimbursement for costs associated with the build out of a commercial restaurant space for a tenant, such incentives to be disbursed by the City of Buda through a Chapter 380 Agreement and funding agreement between the Buda EDC and the City of Buda.**

President Storm opened the Public Hearing at 6:07 p.m. for public comment. With no participation, President Storm closed the Public Hearing at 6:07 p.m.

E. PRESENTATION

1. **Presentation regarding the 20th Anniversary of the Buda Economic Development Corporation.**
[STORM / ANDERSON]

EDC Executive Director Anderson stated, officially today, May, 10, 2021 marks the 20th Anniversary of the Buda Economic Development Corporation, established this day in 2001. The City of Buda has since increased significantly in population in the last 20 years and many companies such as Walmart and Cabela's were brought into the city.

The Board was congratulated by EDC Executive Director Anderson for their 20 years of service to Buda.

F. CONSENT AGENDA

1. **Approval of the April 12, 2021 Regular Board meeting minutes.** *[ANDERSON]*

RESOLVED, that the Board approved Consent Agenda items as presented. Motion by Vice President Davidson, seconded by Treasurer Horne-Williams. Motion passed 6-0-0.

2. **Approval of the May 3, 2021 joint Buda Economic Development Corporation and City Council meeting minutes.** *[ANDERSON]*

EDC Executive Director Anderson stated that minutes for the joint Buda Economic Development Corporation and the City Council meeting were not available.

No action was taken.

G. GENERAL AGENDA ITEMS

1. **Discussion and possible action regarding the Election of Officers of the Buda Economic Development Corporation Board of Directors.** *[ANDERSON]*

RESOLVED, that the Board approved the Election of the following Officers: Jennifer Storm-President, Amy Martin-Vice President, LaVonia Horne-Williams-Treasurer, and Betsy Urban-Secretary. Motion by Member Davidson, seconded by Member Ture. Motion passed 6-0-0.

2. **Discussion and possible action to adopt a Resolution regarding the Appointment of Officers per the Buda Economic Development Bylaws.** *[ANDERSON]*

RESOLVED, that the Board adopted the Resolution as presented regarding the Appointment of Officers

per the Buda Economic Development Bylaws. Motion by President Storm, seconded by Treasurer Horne-Williams. Motion passed 6-0-0.

3. Discussion and possible action regarding partnering with the City of Buda Police Department on Community At-Risk Youth events in the community to assist with youth workforce development. [HORNE-WILLIAMS / ALFRED ERDMAN]

Officer Erdman, currently the Designated Crime Prevention Office for the Buda Police Department, gave a presentation on partnering with the BamFam Ride Along Program. The mission of the BamFam Foundation is to support and raise awareness and funding for at-risk youth in the community through the use of team sports. The foundation promotes education, health, and community service to at risk youths and their families through sports related events and activities. The BamFam Foundation teams up with local current and former professional athlete and Police Department's with the support of the NFL Foundation and Bam PR and Marketing to bring the "BamFam Ride Along" Program to all 50 states which launched in October 2019.

Fall 2020 and Spring 2021 completed First Down Ride Alongs in many cities in the state of Texas.

The City of Buda Police Department is requesting \$25,000.00 to support 5 Ride Along Programs (\$5000.00 per program) over 12 months in Buda that will potentially impact 500+ youths and 5 program guest. The program will start along with the 2021-2022 academic school year.

Treasurer LaVonnia Horne-Williams is asking the board to fund the full amount for the program because it is first year. The Board agrees but cannot commit to the funding until the budget funding has been approved by Council for the FY 2021-2022. Executive Director Anderson and Attorney Brokman-Weber is reviewing the budget to decide which categories/items fits the funding. Board suggest reaching out to Parks, Hays County ISD and the Police Foundation for assistance with future funding. Due to available funds remaining, the Board decided to fund the expense of \$5000.00 for 1 Ride Along Program this current 2020-2021 fiscal year. The funds will be taken from line item Workforce Development.

RESOLVED, that the Board approved to fully fund 5 Ride Along Programs at \$25,000.00 with the break down as follows: \$5000.00 for 1 Ride Along Program this current fiscal year 2020-2021 and up to \$20,000 for 4 Ride Along Programs for the next fiscal year 2021-2022 pending Council approval of the budget. Motion by President Storm, seconded by Member Davidson. Motion passed 6-0-0.

4. Discussion and possible action regarding: a project to provide financial incentives to Valentina's Tex Mex BBQ, LLC, in an amount not to exceed Two Hundred Twenty-Eight Thousand Seven Hundred Seven and No/100s (\$228,707.00); a Performance Agreement with Valentina's Tex Mex BBQ, LLC. [ANDERSON]

RESOLVED, the Board approved to provide financial incentives to Valentina's Tex Mex BBQ, LLC, in an amount not to exceed Two Hundred Twenty-Eight Thousand Seven Hundred Seven dollars and No/100s (\$228,707.00); and to authorize President Storm to execute a Performance Agreement with Valentina's Tex Mex BBQ, LLC subject to City Council approval. Motion by Member Davidson, seconded by Vice President Martin. Motion passed 6-0-0.

- 5. Discussion and possible action regarding: a project to provide financial incentives to Buda Mill & Grain in an amount not to exceed Two Hundred Twenty-Eight Thousand Seven Hundred Seven and No/100s (\$228,707.00) to be administered by the City of Buda through a funding agreement with the City of Buda and a Chapter 380 Agreement. [ANDERSON]**

RESOLVED, the Board approved to provide financial incentives to Buda Mill & Grain in an amount not to exceed One Hundred Fourteen Thousand Three Hundred Fifty-Three dollars and 50/100s (\$114,535.50) subject to City Council approval and execution of Performance Agreement. Motion by Treasurer Horne-Williams, seconded by Evan Ture. Motion passed 6-0-0.

- 6. Discussion and possible action regarding a FY20-21 Budget Amendment regarding expenditures for financial incentives to Valentina's Tex Mex BBQ, LLC. [ANDERSON]**

RESOLVED, the Board approved the Budget Amendment as presented for Valentina's Tex Mex BBQ, LLC. Motion by President Storm, seconded by Member Davidson. Motion passed 6-0-0.

- 7. Discussion and possible action regarding the reimbursement of repair expenses to businesses in the Buda city limits caused by the severe winter storm damage through the Business Development Program. [ANDERSON]**

Executive Director Anderson stated that many businesses in the city were hit by the winter storm back in February of this year. The businesses sustained damages such as plumbing, roof repair, etc., and are having difficulty funding the repairs. Some of the businesses have insurance but many do not. Executive Director Anderson is asking the Board if they would be interested in helping to fund these repair expenses that our local businesses are having difficulty in paying out of pocket. Some of the businesses have applied for grants and are still awaiting approval and funding. Executive Anderson has been working with the downtown businesses as to what repairs are needed and the repairs are justified.

President Storm is asking that the Incentive Policy we have currently in place be updated ASAP, as it is very old and outdated, to be clear on funding decision and not at the Board discretion by overriding the policy. President Storm also suggested adding funds to the Main Street fund and have them distribute to the businesses in need.

RESOLVED, the Board approved that the Main Street Grant will be amended to add additional funds in the amount not to exceed \$3500.00 to help eligible businesses having difficulty with repairs. Motion by Treasurer Horne-Williams, seconded by Member Davidson. Motion passed 6-0-0.

- 8. Discussion and possible action regarding a 5-year exclusive promotional sponsorship with the WW2 Memorial Miniature Golf related to a mural that promotes Buda. [ANDERSON]**

EDC Executive Director Anderson explained a possible sponsorship with the WWII Memorial Miniature Golf for a mural that promotes Buda. President Storm would like to also see something at the location that can also promote Buda businesses. Discussion was made about how to fund the mural. Member Davidson suggested the Tourism Department, President Storm suggested a collaboration with Shop Buda First Campaign, and Treasurer Horne-Williams suggested getting the community involved by

working with the Inspired Minds Art Center for a contest with local artist. Possible financial impact for the mural was \$30,000 for the sponsorship plus any additional funds for maintenance or muralists. The contract per Attorney Brockman-Weber will need to go to the City of Buda for Approval.

RESOLVED, the Board approved for the funding of promotion expenditures not to exceed Forty Thousand dollars and No/100s (\$40,000.00) for an exclusive promotion agreement with the WWII Memorial Miniature Golf subject to oversight of mural. Motion by Vice-President Martin, seconded by Member Davidson. Motion passed 6-0-0.

9. Discussion and possible action regarding the hiring of a Professional Services Firm to conduct an available land audit. [ANDERSON]

President Storm started the discussion by stating that Executive Director Anderson was in need of data from future developers, data to answer questions that are being asked. The data to include how much land is left and what zone they are classified in. Proposing to hire a Professional Service Firm to conduct an available land audit to know the amount of land that Buda has left to develop. No dollar amount has been set, cost will have to be researched to get a funding estimate. Possibly to include Extraterritorial Jurisdiction (ETJ) to reasonable, potential future growth.

No action was taken.

10. Discussion and possible action regarding FY 2021-2022 Draft Budget and to provide direction to the Finance Committee if needed. [ANDERSON]

EDC Executive Director presented to the Board the FY 2021-2022 draft budget with an 8 percent sales tax increase, City estimating 10 percent. A 20 percent increase for Capital Expenditure for potential CIP Projects regarding Economic Development initiatives, 3 percent increase for COLA, 2.6 percent increase for Operations. It was discussed to increase BRE by 2.5 percent for Workforce Development. Under Sponsorships/Community Outreach to eliminate funding for line item Shop Buda and Buda 20 year celebration, increase of \$2000 was made to Chamber Activities bringing the total to \$5000.00. Increase in marketing cannot exceed the 10 percent sales tax receipts.

The possibility of hiring an additional person for Marketing was discussed once the Office Manager role in the office is definitive. Also the need for additional office space was discussed as the current location is not ideal for the 3 staff we have now and would not accommodate a fourth person.

Also discussed, was leaving funds in the Budget to do something locally for Legislative Day in the City.. President Storm asked Executive Director Anderson to find a way to transfer funds to not have a negative Budget. Treasurer Horne-Williams suggests an Emergency Fund to transfer funds from.

Will bring the 2021-2022 Draft Budget again to the Board for additional discussion at the next Board meeting for finalization.

No action was taken.

11. Discussion and possible action regarding a Buda EDC Operations Policy. [STORM / ANDERSON]

No Discussion or action was taken. Item was tabled for a future meeting.

12. Discussion and possible action regarding a feasibility study for potential development of one or more lots and acreage located at the intersection of Highways 967 and 1626. [ANDERSON]

RESOLVED, the Board approved a feasibility study for potential development of one or more lots and acreage located at the intersection of Highways 967 and 1626 not to exceed Fifteen Thousand (\$15,000.00). Motion by Treasurer Horne-Williams, seconded by Vice-President Martin. Motion passed 6-0-0.

13. Discussion and possible action regarding new developments, projects, and economic development activity in Buda. [ANDERSON]

No Discussion or action was taken.

H. EXECUTIVE SESSION

At 8:56 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 proposed Buda EDC Operations Policy; (2) legal advice regarding a Performance Agreement with Valentina’s Tex Mex BBQ, LLC; (3) legal advice regarding a proposed funding agreement with the City of Buda related to financial incentives to Buda Mill & Grain; (4) legal advice regarding a proposal for an exclusive promotional sponsorship with WW2 Minigolf; (5) Legal advice regarding the Buda EDC Business Development Program; (6) legal advice regarding personnel matters.

§ 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.

§ 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 Garlic, aka Garlic Creek Commons; (2) Valentina’s Tex Mex BBQ; (3) Buda Mill & Grain; (4) Project Social; (5) Project Gas.

I. RECONVENE INTO OPEN SESSION

At 11:56 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) **§ 551.074** – Direction provided to staff.
- (3) **§ 551.087** – No Action taken.

J. 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**
 - **Economic Development Week Activities**

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)**

President Storm stated there were no updates.

3. City Activities

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

President Storm stated no updates at this time.

K. FUTURE AGENDA ITEMS

President Storm stated no future agenda items at this time.

L. ADJOURNMENT

With no further business, President Storm adjourned the meeting at 12:02 p.m.

APPROVAL OF MINUTES:


Betsy Urban, Secretary

ATTEST:


Traci Anderson, Executive Director