

# **BudaTx** Economic Development Corp.

**REGULAR MEETING MINUTES OF THE  
CITY OF BUDA 4B CORPORATION  
(Buda Economic Development Corporation)  
Monday, September 12, 2022 at 6:00 PM  
Buda Municipal Complex – Council Chambers  
405 East Loop Street, Bldg. 100, Buda, TX 78610**

## **MINUTES**

### **CALL TO ORDER**

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

President Storm certified a quorum with the following:

#### **1.1 Board Members**

President Jennifer Storm  
Vice President/Treasurer Amy Martin  
Secretary Betsy Urban  
Board Director Monica Davidson  
Board Director Evan Ture  
Board Director Tim Otto - Absent  
Board Director Joshua Edmond

#### **2.2 Buda EDC Staff/Attorneys**

EDC Interim Executive Director Vicky Rudy  
EDC Economic Development Specialist Shannon Mumley  
BEDC Attorney Josh Brockman Weber

### **3.0 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.*

**None.**

### **4.0 PUBLIC HEARING – PROJECTS**

**4.1** In accordance with Texas Local Government Code Section 505.158 and Section 505.159, the City of Buda 4B Corporation, a Texas non-profit 4B economic development corporation (“ Buda EDC”), provides this public hearing of a project(s) being considered by the EDC as follows:  
The Buda EDC proposes to approve Project Downtown to promote new or expanded business development in Buda’s Downtown Business District. The project may include expenditures for land,

buildings, equipment, facilities, improvements, targeted infrastructure, parking, architectural design, utility relocations, infrastructure design and construction, building design and construction, professional studies related to any of the above, and any other expenditures that the board finds are appropriate to accomplish the objectives of the project. The Buda EDC has budgeted expenditures for the project at Two Hundred Thousand Dollars and No/100ths (\$200,000.00), but this amount is subject to change as the project progresses.

**President Storm opened the Public Hearing at 6:03 p.m. for public comment. With no participation, President Storm closed the Public Hearing at 6:03 p.m.**

**4.2 Pursuant to Texas Local Government Code Section 505.158 and 505.159, and to promote new or expanded business development, the Buda EDC proposes to fund the following economic development incentives in the form of small business grants not to exceed \$10,000 (Ten Thousand Dollars and no/100ths):**

Farmers Insurance	Building Improvement	\$ 5,155.00
Metaureus	Marketing	\$ 7,468.00
DLC Financial	Building Improvement	\$ 2,084.00
Ladybird Montessori School	Building Improvement	\$ 10,000.00
Bandit Tacos	Marketing	\$ 2,600.00
Hays Co. Outiftters	Building Improvement	\$ 5,600.00
Amici	Emergency- Extenuating Circumstance	\$ 3,000.00
Buda Bike Company	Work force Development	\$ 5,000.00
Salon One 12	Building Improvement	\$ 7,571.00
B&B Quilting	Marketing	\$ 5,888.00
Mud Bugs	Building Improvement	\$ 2,084.00
HaRo Investments, LLC	Building Improvement	\$ 10,000.00
Headway Health	Marketing	\$ 2,550.00
The Massage Studio	Marketing	\$ 5,000.00
Buda's Red Door	Marketing	\$ 1,000.00
108 N Main St LLC	Building Improvement	\$ 10,000.00

**President Storm opened the Public Hearing at 6:04 p.m. for public comment. With no participation, President Storm closed the Public Hearing at 6:04 p.m.**

**5.0 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.*

- 5.1 Approval of the August 8, 2022 regular Board meeting minutes
- 5.2 Approval of the August 22, 2022, Special Called Board meeting minutes
- 5.3 Approval of the July 2022 Financials
- 5.4 Approval of one-time fee of \$1,500 for agenda software Granicus

**RESOLVED, that the Board approve Consent Agenda Items 5.1 and 5.4 as presented. Motion by Member Davidson, seconded by Secretary Urban. Motion passed 6-0-0.**

**6.0 GENERAL AGENDA ITEMS**

**6.1 Small Business Incentives – Discussion and possible action to approve the following economic development incentives in the form of small business grants not to exceed \$10,000 (Ten Thousand Dollars and no/100ths) each and authorize the Board president to authorize a performance agreement for each.**

Farmers Insurance	Building Improvement	\$ 5,155.00
Metaureus	Marketing	\$ 7,468.00
DLC Financial	Building Improvement	\$ 2,084.00
Ladybird Montessori School	Building Improvement	\$ 10,000.00
Bandit Tacos	Marketing	\$ 2,600.00
Hays Co. Outfitters	Building Improvement	\$ 5,600.00
Amici	Emergency- Extenuating Circumstance	\$ 3,000.00
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Mud Bugs	Building Improvement	\$ 2,084.00
HaRo Investments, LLC	Building Improvement	\$ 10,000.00
Headway Health	Marketing	\$ 2,550.00
The Massage Studio	Marketing	\$ 5,000.00
Buda's Red Door	Marketing	\$ 1,000.00
108 N Main St LLC	Building Improvement	\$ 10,000.00

RESOLVED, the board finds that all these small business grants applications promote new or expanded business in Buda or the ETJ. Motion by President Storm, seconded by Vice President/Treasurer Martin. Motion passed 6-0-0.

RESOLVED, that the Board approve the following economic development incentives in the form of small business grants not to exceed \$10,000 (Ten Thousand Dollars and no/100ths) each and authorize the Board president to authorize a performance agreement for each of these performance agreements Motion by Member Davidson, seconded by Member Edmond. Motion passed 6-0-0.

## 6.2 Project Downtown

**6.2.1 Discussion and possible action to approve Project Downtown and authorize expenditures for land, buildings, equipment, facilities, improvements, targeted infrastructure, parking, architectural design, utility relocations, infrastructure design and construction, building design and construction, professional studies related to any of the above, and any other expenditures that the board finds are appropriate to accomplish the objectives of the project.**

RESOLVED, that the Board approve Project Downtown and authorize expenditures for land, buildings, equipment, facilities, improvements, targeted infrastructure, parking, architectural design, utility relocations, infrastructure design and construction, building design and construction, professional studies related to any of the above, and any other expenditures that the board finds are appropriate to accomplish the objectives of the project. Motion by Member Ture, seconded by Vice President/Treasurer Martin. Motion passed 6-0-0.

**6.2.2 Report regarding the Pape Dawson and Rios Group Inc. Utility Location study.**

No action taken.

**6.2.3 Discussion and possible action to approve issuing a Request for Information (RFI) for the preliminary design and improvements to the Buda Downtown Business District**

RESOLVED, that the Board approve issuing a Request for Information (RFI) for the preliminary design and improvements to the Buda Downtown Business District. Motion by President Storm, seconded by Vice President/Treasurer Martin. Motion passed 6-0-0.

**6.3 Discussion and possible action to engage Josh Brockman-Weber, Attorney at Law, as counsel for the Buda Economic Development Corporation**

RESOLVED, that the Board approve to engage Josh Brockman-Weber, Attorney at Law, as counsel for the Buda Economic Development Corporation effective immediately. Motion by President Storm, seconded by Member Davidson. Motion passed 6-0-0.

RESOLVED, The Board approves to accept the resignation and termination of engaging of services of professional services of Christopher Nichols. Motion by member Davidson and seconded by Member Edmond. Motion passed 6-0-0.

**6.4 Discussion and possible action regarding a proposed amendment to the contract with Proximate LLC providing interim executive director services**

RESOLVED, that the Board approve proposed amendment to the contract with Proximate LLC providing interim executive director services. Motion by Member Ture, seconded by Member Davidson. Motion passed 6-0-0.

**6.5 Discussion and possible action to approve a 2022/2023 Memorandum of Understanding for Administrative and Professional Services Between the City of Buda 4B Corporation and City of Buda, Texas**

RESOLVED, that the Board approve a 2022/2023 Memorandum of Understanding for Administrative and Professional Services Between the City of Buda 4B Corporation and City of Buda, Texas pending legal review. Motion by Motion by Member Davidson, seconded by Vice President/Treasurer Martin. Motion passed 6-0-0.

**6.6 Discussion and possible action to authorize a services contract with City Hall Essentials to provide financial and operational support to transition Buda EDC financial services to the City and create an incentive monitoring and compliance system**

RESOLVED, that the Board approve to authorize a services contract with City Hall Essentials to provide financial and operational support to transition Buda EDC financial services to the City and create an incentive monitoring and compliance system. Motion by Member Davidson, seconded by Vice President/Treasurer Martin. Motion passed 6-0-0.

**6.7 Discussion and possible action to approve a revised policy for the Sale or Purchase of Land and/or Buildings for Economic Development Purposes**

After discussion staff was given instructions for changes to the proposed policy and the item was tabled.

## **6.8 Discussion and possible action approving amendments to the Buda EDC Reserve Fund Policy**

RESOLVED, that the Board approve amendments to the Buda EDC Reserve Fund Policy. Motion by Member Edmond, seconded by Member Davidson. Motion passed 6-0-0.

## **6.9 Report, discussion, and possible action regarding the mural design for the open space on the World War II Memorial and Mini Golf**

RESOLVED, that the Board approve the mural design for the open space on the World War II Memorial and Mini Golf. Motion by Member Davidson, seconded by Member Edmond. Motion passed 6-0-0.

## **6.10 Discussion and possible action to approve a Buda EDC Policy on Public Information Held on Private Devices**

RESOLVED, that the Board approve Buda EDC Policy on Public Information held on Private Devices. Motion by Member Davidson, seconded by Vice President/Treasurer Martin. Motion passed 6-0-0.

## **6.11 Update, discussion, and possible action authorizing amendment to Valentina's performance agreement to extend the project completion and opening deadlines**

RESOLVED, that the Board approve authorizing amendment to Valentina's performance agreement to extend the project completion and opening deadlines January 31<sup>st</sup>, 2023. Motion by Member Davidson, seconded by Member Edmond. Motion passed 6-0-0.

## **6.12 EXECUTIVE SESSION**

At 7:57 p.m., the Buda Economic Development Corporation Board of Directors recess its open meeting and adjourn into executive session pursuant to the Texas Government Code, Chapter 551, to deliberate the following: **§ 551.074** – Personnel Matters. The Board may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee to wit: Employment of an Executive Director; Engagement of EDC Legal Counsel. **§ 551.071** – Consultation with Attorney – Legal advice regarding: Amendment to Valentina's Performance Agreement; 2022/2023 Memorandum of Understanding for Administrative and Professional Services Between the City of Buda 4B Corporation and City of Buda; Proposed amendment to the contract with Proximate LLC providing interim executive director services.

**NOTE: President Jennifer Storm left the Executive Session at 8:24 p.m.**

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

The Buda Economic Development Corporation Board of Directors reconvened into open session at 10:00 p.m. 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:

## **6.12.2 Discussion and possible action regarding the employment of an executive director**

No action taken and direction was given to staff.

## **6.13 Buda EDC/Staff Report**

### **6.13.1 Financial Analyst Search**

**6.13.2 Costello GIS Mapping Project** – Vicky Rudy reported that the project would be ready for testing. Jennifer Storm and Josh Edmond indicated an interest in participating in the testing.

**6.13.3 Angelou Economics TIA Update** – Vicky Rudy reported that the TIA project would kick off with stakeholder meetings.

### **6.13.4 Project/EDC Activities**

### **6.13.5 Business Retention**

### **6.13.6 Buda Chamber Activities**

## **6.14 Buda EDC Board Reports**

**6.14.1 Finance Committee** (Martin, Otto, Storm)

**6.14.2 Buda EDC Incentive Review Committee** (Urban, Ture, Edmond)

**6.14.3 Buda EDC Personnel Committee** (Storm, Urban, Martin)

**6.14.4 Events Committee** (Martin, Otto, Edmond)

**6.14.5 City/BEDC Incentive Task Force** (Storm, Edmond)

**6.14.6 Land Committee** (Storm, Davidson, Urban)

## **6.15 Other Committee Reports**

**6.15.1 Mobile Food Truck Ad Hoc Committee** (Davidson)

**6.15.2 Small Business Task Force** (Storm)

**6.15.3 Buda Bond Oversight Committee** (Urban)

**6.15.4 Parks Ad Hoc Committee** (Storm)

**6.15.5 Greater San Marcos Partnership** (Storm)

**6.15.6 Buda Chamber of Commerce** (Otto)


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

## **7.0 FUTURE AGENDA ITEMS**

## **8.0 ADJOURNMENT**

With no further business, President Storm adjourned the meeting at 10:09 p.m.

APPROVAL OF MINUTES:

  
\_\_\_\_\_  
Betsy Urban, Secretary

ATTEST:

  
\_\_\_\_\_  
Vicky Rudy, Interim Executive Director