

City of Umland, Texas
Economic Development Corporation

Minutes of the January 26, 2021 Zoom Meeting

A. CALL TO ORDER

The meeting was officially called to order at 5:30 pm by Marian Loep

1. Roll Call

Members joining the zoom meeting were: Marian Loep, Barbara Ilse, Karen Gallaher, Erica Heideman, Kelly Anderson, Gregory Walt, Chris Betz (Honorary Member), and Victor Garza (EDC Consultant).

Guests: Naomi Schrock, Umland City Council and Jessica Imacio, Greater San Marcos Partnership

2. Declaration of Quorum

A quorum was declared.

B. PUBLIC COMMENTS

No public comments

C. PUBLIC HEARING

None

D. CONSENT AGENDA

1. December 7, 2020 EDC Meeting Minutes

No comments or corrections.

2. Financials of December 2020

Kelly presented an overview of the bank statements for November and December.

As of December 31, we have a balance of \$438,871.43.

Gregory made a motion to accept the minutes and financial reports. Erica seconded.

Motion carried.

E. DISCUSSION ONLY ITEMS

1. Comprehensive Plan needs and options

In 2019 a grant writer wrote a comprehensive plan for the city. It was never presented to the city council, so it just died. We then came up with our strategic plan.

With the size of our city, we really are not required to have a comprehensive plan.

Naomi Schrock has been on the phone with the city attorney. If the city had a comprehensive plan, we (city/EDC) would not be able to make any variances as to what types of businesses we want to attract. The city does have a zoning map. She has spoken with Amy about this. Naomi suggests that the City Council and EDC have a joint workshop. Amy has asked to get Victor and Karen together to set up a date for this joint meeting. The plan could be called the Uhland Business Strategic Plan. As long as Uhland is a type A City, the city council has the final approval. If we work together, we will be able to adopt a plan that will work for both Council and EDC. Naomi volunteered to take the lead on the City Council side. Naomi is willing to call Karen tomorrow and have this item placed on the next council agenda. Victor would have to be the representative for the EDC. The joint meeting will be placed on the next agenda and will include a date for the meeting.

2. Financial Audit requirements per TML

Marian reached out to TML. TML attorney said that we didn't need an audit at this time, but we do need a financial review. There are four reports that we need to complete, which need to be completed by a CPA. Marian reached out to three CPAs and also our bookkeeper. The bookkeeper is not able to complete these reports. We will have a CPA complete the reports for us and the reports will be kept in our records.

3. Planning and Zoning Monthly Report

Victor was not able to attend the meeting or get the minutes. Victor will attend the meeting on a regular basis and report to the board.

4. City Council Monthly Report

Erica missed part of the meeting, but they did approve Victor's contract. Erica will continue to attend the meetings and give us a report.

F. DISCUSSION AND POSSIBLE ACTION ITEMS

1. Amend EDC policies and procedures to clarify transfer of funds process between First Lockhart National Bank and TexSTAR

Chris has set up our account with TexSTAR and gave them the names of the individuals that should have access. The initial transfer will be handled by Karen. Karen has not received her login yet – Chris is taking care of it. Victor will work on wording to amend our policies and procedures and bylaws to include an Investment Officer, which would be Marian at this time.

2. Determine amount to transfer from First Lockhart National Bank to TexSTAR account

Kelly made a motion to move \$350,000 from First Lockhart National Bank to TexSTAR. The initial transfer must be via phone call. As soon as Karen receives her login information, she can transfer the sales tax money into our TexSTAR monthly. Gregory seconded. Motion carried.

3. Discuss membership levels and benefits of membership in the Greater San Marcos Partnership and decision on whether or not to join.

Ms. Jessica Imacio, Senior Director for Business Attraction, Greater San Marcos Partnership gave an overview of what the benefits of being a member entail. They are funded 60% from the private sector and 40% from public sector. They are receiving more and more inquiries from out-of-state companies that are interested in relocating to Texas. Every five years they revise their strategic plan and do year by year goals and try and accomplish those by the end of August as October is the beginning of the fiscal year. They ask their investors to sign on for a five-year term. Quarterly investor meetings are held, and they also provide training for new Economic Development Corporations. Victor is going to speak with Jason, the President of the Greater San Marcos Partnership tomorrow. One of our biggest benefits of joining would be the marketing side. We would need to create a contract or MOU listing what benefits we would expect if we joined. EDC board members should send what we want listed in the MOU. A good number would be \$5,000, but if we really only want the marketing side, \$2,000-\$2,500 would be a better amount. Would we need to commit for five years? Karen made a motion to appoint a steering committee to work on the MOU. Gregory, Marian, and Kelly volunteered to serve on the committee, and Victor would also be on the committee. Gregory seconded the motion. Motion carried.

G. EXECUTIVE SESSION

None

H. ANNOUNCEMENTS

None

I. ATTENDANCE BY OTHER ELECTED OR APPOINTED OFFICIALS

None

J. ADJOURNMENT

Barbara made a motion to adjourn. Erica seconded. Motion carried. Meeting adjourned.