

Economic Development Corporation

Minutes of the May 27, 2021 Zoom Meeting

A. CALL TO ORDER

The meeting was officially called to order at 5:48 pm by Marian Loep

1. Roll Call

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

2. Declaration of Quorum

A quorum was declared.

B. PUBLIC COMMENTS

No public comments

C. PUBLIC HEARING

None

D. STANDING BUSINESS ITEMS – DISCUSSION ONLY

1. President's Report

a. Update on Status of TexSTAR.

Marian spoke with Mika Owens, the marketing representative for TexSTAR, and she said that EDC's goal, according to the PFIA, is to protect the principal and have the benefit of liquidity. Those are our two main functions. Everyone that has government funds are seeing the same low interest rates. We could transfer to a LOGIC account that at this time has a little higher interest rate but would require us to do a resolution. Government funds are not allowed to be invested in equity markets.

b. Update on Debit Card at FLNB.

Kelly has the debit card. It had been delivered to the city. The address has been changed to Kelly's home address. We do have a PIN number. Limit is \$1,200 per day and no access to ATM.

c. Request for certificates for Open Records and Conflict of Interest.

If you have not already done so, please take the Open Records training. We do not have to post the certificates on the website, but we will have them available. Conflict of Interest form needs to be completed each year as well. Kim, the City Secretary, is a Notary and can notarize the document and make a copy of it for you. Mayor Schrock interjected that the City Attorney said that the two need to be completed every year.

d. Training Opportunities

Kelly and Marian will attend a PFIA class on June 18th (1st four hours). Victor stated that EDC is back to doing in-person training (sales tax). The next in-person training is September 17th in Garland. They are also doing virtual training beginning August 13th but this is a two-week training as they only do a couple of hours each day. There is also a class in San Antonio on October 1st and in Austin in December. Victor will send out the information to board members.

e. Two members needed on EDC board.

1. Ask a member of City Council to join Board.
2. Victoria Love of Niederwald has been asked.

Still looking for two individuals to fill the vacant slots on the board. Still have not heard from Victoria Love. Marian asked Mayor Schrock if she had a city council member in mind. She suggested that Marian email council members to see if anyone is interested.

2. Consultant's Report – Victor

a. Scott Miller Meeting

Met again with Scott Miller about the different projects he has coming up. Mr. Miller will be invited to our next meeting. He is aware of our application process if he requests any assistance from the EDC. He usually is only into housing developments, so the commercial sites will be new to him, and he wants to work with us to make sure that businesses that come in are good for the community.

b. GSMP

Victor will finalize the MOU with an effective date of June 15. Victor and Marian will get the required signatures and return the MOU to GSMP.

c. City Workshop

We have requested a joint workshop with the city but have not heard back. The city wants to interview board members before the joint meeting. Interviews have not yet been scheduled.

3. Planning and Zoning Monthly Report – Victor

Neither Erica nor Victor were able to attend. Scott Miller has one more project to propose to the Planning and Zoning committee. EDC members may attend the meeting when that takes place.

4. City Council Monthly Meeting Report – Erica and Victor

Erica attend the meeting. They had an agenda item regarding EDC Articles of Incorporation and Bylaws and administrative duties. Erica was not prepared to talk about this and asked if it could be tabled for another meeting. Agenda items relative to the EDC should be sent to the EDC President to assure attendance and preparedness.

E. CONSENT AGENDA

1. Minutes of April 27, 2021, Meeting Minutes

No comments or corrections.

2. April 2021 Financials, Kelly

Kelly gave the financial reports for the month of April.

Erica made a motion to accept the minutes of April 27, 2021, and financial report for the month of April as presented. Gregory seconded. Motion carried.

F. DISCUSSION AND POSSIBLE ACTION ITEMS

1. Discussion and possible action on change of EDC Board's Registered agent to the Law Office of Victor Garza, PLLC.

We discussed the need to assign a new registered agent. Steps necessary to make this change include obtaining a letter from Karen Gallaher resigning as the registered agent, which Victor will draft for her signature, and sending a letter to the Secretary of State removing her and adding the Law Office of Victor Garza as our registered agent. The Bylaws and Articles of Incorporation need to be amended.

Erica made a motion to change our registered agent to the Law Office of Victor Garza, PLLC. Gregory seconded the motion. Motion carried.

2. Discussion and possible action on request for current Umland businesses that contribute to our tax base for the communication and connection with the EDC Board.

Marian sent an email to Mayor Schrock on May 12 regarding this. To date she has not received a response. Mayor Schrock joined our meeting and responded that even if she requests this information, the State is so picky she would not be allowed to share this with anyone.

Erica found this information on the website for Buda. It shows the businesses in the city and also the taxes paid. Victor will look into this. GSMP Business Intelligence Reports is a start. Erica does have a list of businesses that showed up on Google Maps. We still want to do our social mixer with the city council, EDC, and area businesses. Erica will provide this list to everyone. This item will be placed on the June agenda for more discussion. No action needed at this time.

3. Direction to consultant on Social Media Policy.

Erica has not set up our individual email accounts yet, but there is an account set up on the website for anyone to request information. Erica responds to these requests. So far, we have not had many hits. Most people go to a website first rather than Facebook, etc. so there is no need for a Social Media Policy right now. Table until a later date or when needed. No action taken on this item.

4. Discuss future in person meetings.

We are waiting to meet in person until the City Council starts meeting in person. Gregory suggested that we maintain zoom meeting access even when we start meeting in person. Table this item until August meeting.

G. ANNOUNCEMENTS

None

H. EXECUTIVE SESSION

None

I. ATTENDANCE BY OTHER ELECTED OR APPOINTED OFFICIALS

Mayor Naomi Schrock

J. ADJOURNMENT

Erica made a motion to adjourn. Gregory seconded. Motion carried. Meeting adjourned at 6:38 pm.