



LIBERTY HILL
FREEDOM TO GROW

LHEDC BOARD OF DIRECTORS' MEETING MINUTES
THURSDAY – JUNE 13, 2019 – 5:00 PM
Council Chambers - 2801 Ranch Road 1869

CALL TO ORDER

Liberty Hill Economic Development Corporation Board of Directors' meeting was called to order at 5:05 PM by Bill Chapman - President. Invocation was given by John Clark followed by reciting the Pledge of Allegiance and Texas Pledge. **Present:** Bill Chapman; Jamie Etkorn; John Clark; Eric Bailey; and Jack Harkrider. Quorum was met. **Others Present:** Tad Cleaves – Assistant City Attorney; Barbara Zwernemann; Becky Wilkins and Nancy Sawyer.

PUBLIC COMMENTS

The President stated public comments are welcome by the LHEDC Board. Individuals who wish to speak must complete a Public Comment Form and present the form to the City Secretary before the meeting is called to order to be eligible to speak during the Public Comments period. **OUTCOME:** There were no public comments.

REGULAR AGENDA

Discuss and Take Action on approving LHEDC minutes of the meeting held Monday, May 9, 2019. **OUTCOME:** On motion by Jack Harkrider and second by Eric Bailey, the Board approved the LHEDC minutes for May 9, 2019. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

LHEDC Executive Director update on activities and projects related to Economic Development. **OUTCOME:** Bill Chapman – President stated in the absence of Lance Dean - Executive Director, the Board could review the list of EDC activities for the previous month which was included in the Board's packet.

Discuss and Consider the Liberty Hill Economic Development Corporation Highway 29 Façade Grant Program. **OUTCOME:** Bill Chapman – President stated the EDC recently passed an extended Façade Grant along Highway 29. There is an application in for The Blue Door Gift Store. Because the application did not fit the exact criteria of the program, their application was not placed on this agenda. Mr. Chapman stated he and Lance Dean – Executive Director had discussed the application. The policy states if construction has already begun, the applicant is not eligible for the program. During discussion, the general consensus was that perhaps the language in the grant policy should be amended to included existing buildings, whether owned or leased. The Blue Door Gift Store is moving to the new building because they have outgrown their original space. The new lease is 2½ times the size of the original space. John Clark made a motion to direct staff to modify the language of the current façade grant policy to include vacant properties, whether owned or leased. Jack Harkrider seconded the motion. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discuss and Consider the FY 2019 – 2020 Budget Review for Liberty Hill Economic Development Corporation. **OUTCOME:** Bill Chapman – President and the Board discussed the timeline; first budget meeting is set for Friday – June 14, 2019 - 9:00 AM at City Hall.

Presentation of the Liberty Hill Economic Development Corporation financials for FY 2018 – 2019, period ending May 31, 2019. **OUTCOME:** Becky Wilkins – Finance Director presented the LHEDC financials for May, 2019 (refer to attached monthly financials for details). There was discussion of the EDC CD and getting access to it. Bill Chapman stated he would like to discuss this further at a future meeting. It was explained the signatures needed to be changed for the CD and that the Board’s By-Laws allow for appointing a Treasurer. The Board asked the Finance Director the amount of the EDC Certificate of Deposit and requested some additional details on the financials. The President stated he would visit with the Finance Director and encouraged other Directors to join him to get an overview of EDC finances.

CONVENE TO EXECUTIVE SESSION

Bill Chapman – President convened the LHEDC Board to Executive Session at 5:43 PM following Consultation with Legal Counsel pursuant to Texas Government Code as follows: Code Section 551.071 – Consultation with Legal Counsel and Code Section 551.074 – Personnel Matters. The LHEDC Board entertained discussion and received legal advice related to the matters referenced below. No action was taken in Executive Session.

- Consultation regarding the performance and compensation of the LHEDC Executive Director. **Texas Government Code §551.074 - Personnel Matters; and Texas Government Code §551.071 - Consultation with Attorney.**

RECONVENE TO REGULAR SESSION

The LHEDC Board reconvened to Regular session at 6:35 PM following consultation with Legal Counsel pursuant to Texas Government Code as follows: Code Section 551.071 – Consultation with Legal Counsel and Code Section 551.074 – Personnel Matters.

- Discuss and Consider Action regarding the performance and compensation of the LHEDC Executive Director. **Texas Government Code §551.074 - Personnel Matters; and Texas Government Code §551.071 - Consultation with Attorney.** **OUTCOME:** On motion by John Clark and second by Eric Bailey, the EDC Board of Directors, based on performance and history of Lance Dean – Executive Director, opted to raise his salary 3%. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

OTHER BUSINESS

LHEDC Directors were reminded of the June 14th Budget Meeting; July 11th EDC monthly meeting; and Independence Day celebration July 3rd.

ADJOURNMENT

On motion by Jack Harkrider and second by Jamie Etzkorn, the meeting was adjourned at 6:41.

JAMIE ETZKORN
Secretary