



**ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS  
WEDNESDAY - OCTOBER 20, 2021 - 5:00 PM**

**AGENDA**

**Liberty Hill Learning and Event Center  
14875 West Highway 29  
Liberty Hill, Texas**

<b>John Clark</b>	<b>Eric Bailey</b>
<b>Jamie Etzkorn</b>	<b>Michael Helbing</b>
<b>Adrienne Hughes</b>	<b>Demetrice Gonzalez</b>

**1) CALL TO ORDER**

**a) Establish Quorum**

**b) Invocation**

**c) Pledge of Allegiance**

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with Liberty and Justice for all."

**d) Texas Pledge**

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

**2) PUBLIC COMMENTS**

Public comments related to posted agenda items 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. Individuals will be allowed to speak up to three (3) minutes on a posted agenda item. Alternatively, Public Comments related to posted agenda items may be submitted by email to [nsawyer@libertyhilltx.gov](mailto:nsawyer@libertyhilltx.gov) before 3:00 PM the day of the meeting for comments to be read at the 5:00 PM meeting by the City Secretary.

**3) BOARD OPENING COMMENTS**

**4) LEADERSHIP MESSAGE AND EXECUTIVE DIRECTOR'S UPDATE**

**5) TREASURER'S REPORT**

Treasurer will provide a financial update for the corporation.

**6) PRESENTATION**

- a) Liberty Hill Youth League presentation.

**7) REGULAR AGENDA**

- a) Swearing in of Tiffany Stillwell to the Economic Development Commission.
- b) Consideration and possible action to appoint a President to the LHEDC Board vacancy for a one year term beginning October 1, 2021 and ending September 30, 2022.
- c) Consideration and possible action to appoint / reappoint a Vice President to the LHEDC for a one-year term beginning October 1, 2021 and ending September 30, 2022.
- d) Consideration and possible action to appoint / reappoint a Treasurer to the LHEDC for a one-year term beginning October 1, 2021 and ending September 30, 2022.
- e) Consideration and possible action to appoint / reappoint a Secretary to the LHEDC for a one-year term beginning October 1, 2021 and ending September 30, 2022.
- f) Discuss and consider approval of minutes of the Economic Development Corporation meeting held July 12, 2021.
- g) Update on Sales Tax.
- h) Update on the WaterMatch incentive program.
- i) Update on Business Leadership Series.
- j) Update on upcoming events.
- k) Update on Shop Local initiative.
- l) Discussion and possible action on Incentive Programs.
- m) Consideration of possible date for a Board workshop.
- n) Discuss and consider Resolution 21-R-10.20-01 to add Matt Powell, Executive Director to the Economic Development Corporation bank account at Classic Bank.

**8) CONVENE TO EXECUTIVE SESSION**

The LHEDC Board President will convene the EDC Board to Executive Session pursuant to Texas

Government Code §551.071 - Consultation with Legal Counsel and Texas Government Code §551.087 - Economic Development Negotiations. No action will be taken in Executive Session.

a) Section 551.087 Economic Development

Projects:

- Cutis
- Silver
- Springtime
- Sweep

9)

**RECONVENE – REGULAR SESSION**

The LHEDC Board President will reconvene the EDC Board to Regular Session following Consultation with Legal Counsel pursuant to Texas Government Code §551.071 and Texas Government Code §551.087 – Economic Development Negotiations. Council will entertain discussion related to the matters outlined below.

a) Section 551.087 Economic Development

Projects:

- Cutis
- Silver
- Springtime
- Sweep

**10) OTHER BUSINESS**

**11) BOARD CLOSING COMMENTS**

**12) ADJOURNMENT**

**Mission Statement**

*Help Liberty Hill prosper by facilitating positive, healthy, and self-sustaining growth.*

**Vision Statement**

*A prosperous, charming, lifetime destination.*

**Core Values**

*Integrity, Transparency, Sustainability, Partnership, Community First, Engagement, Accountability*

The City Council, Boards, and Commissions reserve the right to reconvene, recess, realign, change the order of business, or adjourn into Executive Session at any time during the course of the meeting, prior to adjournment, to discuss any item listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.087 (Development). In compliance with the Americans with Disabilities Act, the City of Liberty Hill will provide reasonable accommodation for persons attending meetings. To better serve you, requests need to be received 48 hours prior to the meeting. Contact the City Secretary at 512-778-5449 – Extension 112.

**POSTING CERTIFICATION:** I, NANCY SAWYER – CITY SECRETARY – CITY OF LIBERTY HILL certify that the attached notice of meeting was duly posted on the bulletin board at Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas and on the City website ([www.libertyhilltx.gov](http://www.libertyhilltx.gov)) on the 15th day of October, 2021 at 11:45 AM. Nancy Sawyer – City Secretary. *nbs*

**REMOVAL CERTIFICATION:** I NANCY SAWYER – CITY SECRETARY – CITY OF LIBERTY HILL certify that the attached notice of meeting was removed from the bulletin board at Municipal Court / Council Chambers located at 2801 Ranch Road 1869 in Liberty Hill, Texas on the \_\_\_\_\_ day of \_\_\_\_\_, 2021 at \_\_\_\_\_. INITIALS \_\_\_\_\_



**ECONOMIC DEVELOPMENT  
CORPORATION ECONOMIC  
DEVELOPMENT CORPORATION BOARD OF  
DIRECTORS**

**WEDNESDAY - OCTOBER 20, 2021  
2801 Ranch Road 1869 - Liberty Hill**

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**AGENDA ITEM 7.f**

**Discuss and consider approval of minutes of the Economic Development Corporation meeting held  
July 12, 2021.**



# LIBERTY HILL EDC BOARD OF DIRECTORS MEETING MINUTES

WEDNESDAY – July 12, 2021 – 5:00 PM

Location: Liberty Hill Municipal Court  
2801 Ranch Road 1869 - Liberty Hill, TX 78642

John Johnston - President

Eric Bailey – Director

Michael Helbing– Director

Vacancy – Director

John Clark – Vice President

Jamie Etzkorn – Director

Adrienne Hughes – Director

## CALL TO ORDER

Johnny Johnston, LHEDC Board President called the meeting to order at 5:02 PM at 2801 Ranch Road 1869 in Liberty Hill, Texas. Invocation was given, followed by the Pledge of Allegiance and Texas Pledge.

## EDC BOARD OF DIRECTORS AND EXECUTIVE DIRECTOR PRESENT:

Johnny Johnston, John Clark, Eric Bailey, Adrienne Hughes, Jamie Etzkorn, and Matt Powell.

## PUBLIC COMMENTS

City Secretary, Nancy Sawyer read comments from Kathy Canady. Ms. Canady would like to be considered as a candidate to be on the board.

## BOARD OPENING COMMENTS

None.

## TREASURER'S REPORT

Eric Bailey, Treasurer, stated sales tax looks good.

## CONSENT AGENDA

On motion by John Clark and second by Jamie Etzkorn, the directors approved the following items, with one correction.

- MINUTES OF APRIL 8-9, 2021, WORKSHOP.
- MINUTES OF APRIL 21, 2021, MEETING.
- MINUTES OF MAY 19, 2021, MEETING.
- MINUTES OF JUNE 2, 2021, MEETING.

Motion passed on vote of 6 ayes, 0 nays, and 0 abstentions.

REGULAR SESSION

UPDATE ON SALES TAX.

Matt Powell stated sales tax continues to rise, with a 25.96% increase.

CONSIDERATION AND POSSIBLE ACTION TO AUTHORIZE THE EXECUTIVE DIRECTOR OF THE ECONOMIC DEVELOPMENT CORPORATION TO NEGOTIATE AND EXECUTE A CONTRACT WITH BICKERSTAFF HEATH DELGADO AND ACOSTA LLP FOR GENERAL LEGAL SERVICES.

Jamie Etzkorn presented stating she feels it is important for the EDC to retain their own legal counsel. She believes Mr. Cobby Caputo will be a good fit. Mr. Caputo served on Cedar Park's EDC for three years and was working economic development law when he first got out of law school.

Ms. Etzkorn did ask that on page 24 under Governing Law, the County be amended to show Williamson. On motion by Johnny Johnston and second by Jamie Etzkorn, the EDC authorized the Executive Director to negotiate and execute a contract with Bickerstaff Heath Delgado and Acosta LLP for general legal services.

Motion passed on vote of 6 ayes, 0 nays, and 0 abstentions.

DISCUSSION AND POSSIBLE ACTION TO SELECT ATTENDEES TO THE TEXAS MUNICIPAL LEAGUE ANNUAL CONFERENCE.

Following discussion, Jamie Etzkorn, Eric Bailey, and Matt Powell asked to attend.

DISCUSS AND CONSIDER ADDING THE EXECUTIVE DIRECTOR TO THE CLASSIC BANK ECONOMIC DEVELOPMENT ACCOUNT.

JOHNNY JOHNSTON STATED HE THINKS THIS IS A GOOD IDEA.

On motion by Adrienne Hughes and second Michael Helbing, the EDC approved adding the Executive Director to the Classic Bank Economic Development Account.

Motion passed on vote of 6 ayes, 0 nays, and 0 abstention.

CONSIDERATION AND POSSIBLE ACTION TO MAKE APPOINTMENT TO THE ECONOMIC DEVELOPMENT CORPORATION.

Demetrice Gonzalez addressed the board providing information about herself.

Tiffany Stillwell spoke as well about herself.

Tim Anderson provided information about himself; as did Mac Marsh.

CONVENE TO EXECUTIVE SESSION

The EDC board was convened to Executive Session by Johnny Johnston at 5:51 PM to discuss items as follow:

Section 551.087 Economic Development

Update on the following projects:

- Cutis
- W2
- Silver
- Fore

Section 551.074 Personnel

Consideration and possible action to make appointment to the Economic Development Corporation.

RECONVENE TO REGULAR SESSION

The EDC board was reconvened to Regular Session by Johnny Johnston at 6:24 PM.

On motion by John Clark and second by Jamie Etzkorn, the EDC board recommends to Council the appointment of Demetrice Gonzalez to fill a vacancy on the board.

Motion passed on vote of 6 ayes, 0 nays, and 0 abstentions.

OTHER BUSINESS

7/28/2021 Special Workshop with City Council

8/18/2021 Regular EDC meeting

BOARD CLOSING COMMENTS

None.

ADJOURNMENT

On motion by Adrienne Hughes and second by Jamie Etzkorn, the EDC Board meeting was adjourned.

Motion passed on vote of 6 ayes, 0 nays, and 0 abstentions.

PASSED AND APPROVED on October 20, 2021, by the Liberty Hill Economic Development Corporation Board of Director on vote of \_\_\_\_\_ AYES, \_\_\_\_\_ NAYS, and \_\_\_\_\_ ABSTENTIONS.

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Nancy Sawyer  
City Secretary  
LHEDC Board of Directors





**ECONOMIC DEVELOPMENT  
CORPORATION ECONOMIC  
DEVELOPMENT CORPORATION BOARD OF  
DIRECTORS**

**WEDNESDAY - OCTOBER 20, 2021  
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**AGENDA ITEM 7.n**

**Discuss and consider Resolution 21-R-10.20-01 to add Matt Powell, Executive Director to the Economic Development Corporation bank account at Classic Bank.**

LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 21-R-10.20-01

A RESOLUTION OF THE LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION TO ADD EXECUTIVE DIRECTOR MATT POWELL TO THE LIBERTY HILL ECONOMIC DEVELOPMENT CORPORATION BANK ACCOUNT AT CLASSIC BANK.

WHEREAS, the Liberty Hill Economic Development Corporation ("LHEDC") has a bank account at Classic Bank in Liberty Hill, Texas; and

WHEREAS, Executive Director, Matt Powell, is not currently named on the account; and

WHEREAS, the Liberty Hill Economic Development Corporation wishes to add Matt Powell to said account, as a signer.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Liberty Hill Economic Development Corporation that:

1. With respect to operating a bank account with Classic Bank at its Liberty Hill branch (the "Account"), Mr. Matt Powell, Executive Director, is to be and is hereby authorized to operate the said current banking account jointly or severally with other authorized parties.
2. Mr. Matt Powell is hereby authorized to do all the acts, deeds, things and matters as may be necessary and expedient in order to give effect to the foregoing resolution.
3. This Resolution shall be effective immediately upon passage and publication as provided for by law.

PASSED & APPROVED this, the \_\_\_\_ day of October 2021, by a vote of \_\_\_\_ (ayes) to \_\_\_\_ (nays) to \_\_\_\_ (abstentions) of the Board of Directors of the Liberty Hill Economic Development Corporation.

Liberty Hill Economic Development Corporation

\_\_\_\_\_  
\_\_\_\_\_, President

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Nancy Sawyer, City Secretary

\_\_\_\_\_, Attorney