



City of Seguin

210 E. Gonzales Street
Seguin TX, 78155

Meeting Minutes

Seguin Economic Development Corporation

Thursday, January 7, 2021

12:00 PM

Video Conference using Zoom

Virtual

NOTICE OF MEETING

The Board of Directors of the Seguin Economic Development Corporation (SEDC) held a regular meeting on Thursday, January 7, 2021 at 12:00 pm. The Meeting was conducted by video conference using Zoom.

MEETING MINUTES

1. Call to Order.

SEDC Board President Carlos Moreno called the meeting to order at 12:00 P.M.

2. Roll Call.

Also present were Steve Parker- City Manager, Susan Caddell - City of Seguin's Director of Finance, Mayor Donna Dodgen, Joshua Schneuker - SEDC Executive Director, Lindsay Dennis - SEDC Assistant Director, Ashlynn Tovar-Read - SEDC Business Retention Specialist, Brittney Watson - SEDC Administrative/Marketing Assistant, and Charles E. Zech - SEDC Attorney.

Present: 3 - Elaine Bennett, Don Keil, and Drew Engelke

Presiding: 1 - Carlos Moreno

Absent: 1 - Robert Meservey

3. Public Comments.

No public comments.

4. Recognition of newly appointed SEDC Board Members, Mr. Don Keil and Ms. Elaine Bennett, as well as former SEDC Board Member, Mr. Gilbert Acuna – Joshua Schneuker, Executive Director.

5. Discussion and action on the election of officers of the Seguin Economic Development Corporation Board of Directors – Joshua Schneuker, Executive Director.

SEDC Executive Director Josh Schneuker called for a motion to approve the election of officers of the Seguin Economic Development Corporation Board of Directors. Director Drew Engelke made a motion to approve the election of officers. Director Don Keil seconded the motion, the motion carried unanimously.

6. Approval of the minutes of the Seguin Economic Development Corporation Regular Meeting held on November 5, 2020 – Carlos Moreno, Board President.

Director Don Keil made a motion to approve the minutes of the Seguin Economic Development Corporation Regular Meeting held on November 5, 2020. Director Drew Engelke seconded the motion, the motion carried unanimously. Director Elaine Bennett abstained from the motion.

7. Presentation and approval of the SEDC Financial Reports as of October 31, 2020 – Susan Caddell, Director of Finance.

Director Drew Engelke made a motion to approve the SEDC Financial Reports as of October 31, 2020. Director Elaine Bennett seconded the motion, the motion carried unanimously.

8. Consideration and possible action on the SEDC Investment Report for the 4th Quarter of Fiscal Year 2020 – Susan Caddell, Director of Finance.

Director Drew Engelke made a motion to approve the SEDC investment Report for the 4th Quarter of Fiscal Year 2020. Director Don Keil seconded the motion, the motion carried unanimously.

9. Consideration and possible action on Resolution No. 2021-01, to review the City of Seguin Economic Development Corporation Investment Policy in order to conform to Public Funds Investment Action, Texas Government Code Annotated, Chapter 2256 – Susan Caddell, Director of Finance.

Director Don Keil made a motion to approve Resolution No. 2021-01, to review the City of Seguin Economic Development Corporation Investment Policy in order to conform to Public Funds Investment Action, Texas Government Code Annotated, Chapter 2256. Director Drew Engelke seconded the motion, the motion carried unanimously.

10. Consideration and possible action on Resolution No. 2021-02, to review and adopt the list of brokers/dealers authorized to engage in investment transactions with SEDC – Susan Caddell, Director of Finance.

Director Don Keil made a motion to approve Resolution No. 2021-02, to review and adopt the list of brokers/ dealers authorized to engage in investment transactions with SEDC. Director Drew Engelke seconded the motion, the motion carried unanimously.

11. Discussion and possible action on Resolution No. 2021-03, amending the Fiscal Year 2021 Budget – Josh Schneuer, Executive Director.

Director Drew Engelke made a motion to approve Resolution No. 2021-03, amending the Fiscal Year 2021 Budget. Director Don Keil seconded the motion, the motion carried unanimously.

12. Discussion and possible action on Resolution No. 2021-04, authorizing an amendment to a Performance Agreement between the Seguin Economic Development Corporation and Seguin Fabricators, Ltd. – Josh Schneuer, Executive Director.

Director Drew Engelke made a motion to approve Resolution No. 2021-04,

authorizing an amendment to a Performance Agreement between the Seguin Economic Development Corporation and Seguin Fabricators, Ltd. Director Don Keil seconded the motion, the motion carried unanimously.

13. Discussion and possible action to adopt the Fiscal Year 2020-2021 Plan of Work – Josh Schneuker, Executive Director.

Director Don Keil made a motion to approve the Fiscal Year 2020-2021 Plan of Work. Director Drew Engelke seconded the motion, the motion carried unanimously.

14. Presentation on Seguin Economic Development Corporation Monthly Staff Report

- a) Business Retention & Expansion Program Activities Update – Ashlynn Tovar, Business Retention Specialist.
- b) Marketing and Recruitment Activities Update– Lindsay Dennis, Assistant Director and Brittney Watson, Marketing and Administrative Assistant
- c) Update on Regional Economic Development Strategies – Josh Schneuker, Executive Director
- d) Active Projects Update – Josh Schneuker, Executive Director

SEDC staff discussed the SEDC Monthly Staff Report.

15. Executive Session: The Seguin Economic Development Corporation Board of Directors will meet in Executive Session pursuant to the Texas Government Code, Section 551.087 – Deliberation Regarding Economic Development Negotiations, (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.
- CoffeeTech Industries

The SEDC Board of Directors convened into Executive Session at 12:41 P.M.

16. Reconvene into Open Session: The Seguin Economic Development Corporation Board of Directors will reconvene into open session to discuss, consider, and/or take any action necessary related to the executive session, and/or related items.

The SEDC Board of Directors reconvened into Regular Session at 1:08 P.M.

- a) Discussion and possible action on Resolution No. 2021-05, authorizing revisions to the final Performance Agreement between the Seguin Economic Development Corporation and CoffeeTech Industries. – Josh Schneuker, Executive Director.

No action taken.

17. Requests and Announcements:

a) Announcement and/or Requests by Board Members to place items on a future SEDC Board Meeting agenda.

b) Announcements by staff.

18. Adjournment.

SEDC President Carlos Moredno adjourned the meeting at 1:08 P.M.

Signature:	DocuSigned by: <i>Robert Meservey</i>	Date: <u>2/12/2021</u>
Name:	22A75529745F424 Robert Meservey	
Position:	Secretary	