

HUBBARD ECONOMIC DEVELOPMENT CORPORATION
118 N MAGNOLIA
HUBBARD, TEXAS 76648

Board Members and Officers

President
Glenn Cannon
Vice President
Kenneth Baldwin
Secretary/Treasurer
Bobbie Loud

Evlyn Hawthorne
Eugene Fulton
Taylor Weatherby
Helga Warner
Ex-Facto Officers
City Manager
Jason Patrick
City Secretary
Amber Fuller

MINUTES
CITY OF HUBBARD
HUBBARD ECONOMIC DEVELOPMENT CORPORATION
REGULAR SCHEDULED MEETING
HUBBARD CITY CIVIC CENTER, FRONT ROOM
300 N MAGNOLIA AVE, HUBBARD, TEXAS
MONDAY, SEPTEMBER 11TH, 2017, 6:30 P.M.

The Hubbard Economic Development Board met in a regular scheduled meeting on Monday, September 11th, 2017 at 6:30pm in the City of Hubbard, at the Hubbard City Civic Center, Front Room, 300 N Magnolia Ave. Board members present were Evlyn Hawthorne (arrived at 6:33p.m.), Bobbie Loud, Kenneth Baldwin, Helga Warner, Eugene Fulton, and Taylor Weatherby (left at 7:57p.m.). President, Glenn Cannon was absent. City Manager, Jason Patrick and City Secretary, Amber Fuller were present.

I. Call to Order, Proof of Posting, and Proof of Notification.

A. Pledge of Allegiance

Vice President, Kenneth Baldwin, called the meeting to order at 6:30pm followed by the pledge of allegiance.

II. Public Hearing

A. Public hearing on the HEDC 2017/2018 fiscal year budget.

No public spoke regarding the HEDC 2017/2018 fiscal year budget.

III. Hearing from the public (non agenda items).

1. Chamber of Commerce Update

Eugene Fulton reported on the upcoming Chamber of Commerce meeting on September 18, 2017 at noon at Hubbard City Hall, Chamber Room. He also reported the Chamber working on the Magnolias and Mistletoe Event.

Jason Tankersly introduced himself to the HEDC board and stated he purchased a commercial building on Hwy 31. He stated he is looking to put a business in, but does not know what type of business at this point.

IV. Action Items

Items C and D were discussed and acted on prior to Items A and B.

A. Consider and Act on approving HEDC Budget Amendment for 2016/2017 fiscal year.

Bobbie Loud made the motion to approve the HEDC Budget Amendment for 2016/2017 fiscal year. Helga Warner seconded the motion. All were in favor and the motion carried.

B. Consider and Act on approving the HEDC 2017/2018 fiscal year budget.

Helga Warner made the motion to approve the HEDC 2017/2018 fiscal year budget. Bobbie Loud seconded the motion. Helga Warner, Bobbie Loud, Eugene Fulton, Kenneth Baldin, Evlyn Hawthorne were for. Taylor Weatherby was opposed. The motion carried.

C. Consider and Act on marketing proposal from CixxFive.

CixxFive representative, Kevin Cervenka, explained the proposal. He stated the proposal recommended expending \$1,000.00 per month for the management of the Civic Center landing page and marketing. The \$500.00 a month was only for management of the page and does not include any marketing incentives. Mr. Cervenka stated he believed the HEDC could spend a lot less rather than spending another \$500.00 per month on marketing.

Eugene Fulton made a motion to approve the marketing proposal from CixxFive. There was no second, and the motion died.

The board discussed budgeting \$7000.00 for the webpage for a six month period, and the board would re-evaluate expending funds for the remaining six months. Since the motion died, the board discussed bringing this item back next month for action.

D. Consider and Act on rental agreement with Taco 31.

Eugene Fulton made the motion to approve the rental agreement with Taco 31 beginning in August 2017 and ending October 31, 2018 for the equivalent of \$5,478.21 put into repairing the building. Armando Martinez with Taco 31 must begin paying monthly rent of \$350.00 per month on November 1, 2018. If for any reason Taco 31 goes out of business, the agreement is terminated. Evlyn Hawthorne seconded the motion. All were in favor and the motion carried.

E. Consider and Act on revising the Civic Center rental agreement.

Katharine Matthys suggested removing the option to rent only the back part of the building, because when the back part of the building is rented the front part is used as well. The HEDC board discussed making the building more neutral or draping decorations, so that renters could decorate as they please. Mrs. Weatherby stated she believed the building should be made neutral to accommodate renters. Eugene Fulton disagreed and stated that everyone he has spoken with likes the decorations. Mrs. Matthys stated she has spoken with three potential renters that decided not to rent the Civic Center due to the decorations. Kenneth Baldwin asked the board if the decorations could be draped, and the board discussed the fees. Mrs. Matthys suggested increases the rent to \$1000.00 for the whole building, and City Manager, Jason Patrick, disagreed stating the building needs to be rented more, before the board discusses increasing the rental fees.

Taylor Weatherby made a motion to revise the Civic Center rental agreement to include a draping fee of \$250.00 and remove option to rent just the back part of the building. Helga Warner seconded the motion. All were in favor and the motion carried.

F. Consider and Act on hosting a New Year's Eve Dance fundraiser.

Mr. Fulton explained, the Hubbard Lion's Club was no longer interested in hosting a New Year's Eve dance and suggested the HEDC host the fundraiser.

Helga Warner made the motion to host a New Year's Eve Dance fundraiser. Bobbie Loud seconded the motion. All were in favor and the motion carried.

G. Consider and Act on HEDC August 2017 financials.

Bobbie Loud made the motion to approve the HEDC August 2017 financials. Evlyn Hawthorne seconded the motion. All were in favor and the motion carried.

H. Consider and Act on August 14th, 2017 and August 31st, 2017 minutes.

Bobbie Loud made the motion to approve the August 14th, 2017 and August 31st, 2017 minutes. Evlyn Hawthorne seconded the motion. All were in favor and the motion carried.

V. Discussion

A. Cash Handling Procedures

City Manager, Jason Patrick, stated the cash handling procedures were passed out for the HEDC board members to review.

B. Report on Civic Center activities and upcoming events.

Katharine Matthys reported on upcoming Civic Center events. She stated there are rentals for Homecoming weekend on Friday, September 22, 2017 and Saturday, September 23, 2017. She also reported on potential rentals in the upcoming months. Mrs. Matthys asked about her Event Planner payment. City Secretary, Amber Fuller, explained at last month's meeting the board acted on paying the Event Planner after the event has taken place rather than when the funds are deposited. Mrs. Matthys asked that the board re-address her pay at the next meeting.

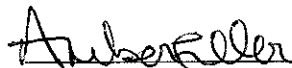
C. City Manager Report

1. Business development within the City of Hubbard

City Manager, Jason Patrick, reported the Wild Boar Meat Company has been funded for a new facility.

VI. Adjourn.

Bobbie Loud made the motion to adjourn the meeting at 8:12p.m. Evlyn Hawthorne seconded the motion. All were in favor and the motion carried.



City Secretary, Amber Fuller



Vice President, Kenneth Baldwin