

**HARRIS COUNTY DEVELOPMENT AUTHORITY  
REGULAR SESSION**

April 13, 2022 (rescheduled from April 12, 2022)

6:00 PM

Members Present: Craig Greenhaw, Harry Boyd, Chris Butzon, Becky Langston, Mark Smith, Charles Sweat. Members Absent: Mike Stewart, vacant position. Staff Present: Nancy McMichael, Recording Secretary.

1. **CALL TO ORDER**. Chairman Greenhaw called the meeting to order.
2. **MINUTES**. The motion to approve the minutes of the December 14, 2021 Regular Session and the February 21, 2022 Called Session was made by Mr. Smith, seconded by Mr. Butzon, and passed unanimously. (No meeting in January, February and March.)
3. **OLD BUSINESS**
  - A. **Status of Northwest Harris Business Park Project**. Chairman Greenhaw brought the Authority up to date on the project to include that the plan has been submitted to West Point; that the EPD permit has been approved; and that the next step will be to advertise the project; and that he will check with the Grant Administrator (Allen Smith Consulting) regarding the advertisement.
4. **NEW BUSINESS**
  - A. **Ratification of Executed Documents**
    - (1) **Kopla Bond Termination Documents** Nancy McMichael, Secretary, explained that Kopla's bond paid and documents to terminate the bond and transfer ownership of the property to Kopla; that the documents had been reviewed by the County Attorney who recommended execution by the Chairman; and that the execution needs to be ratified by the Authority. (Documents can be found in "Contracts & Agreements" file as DA C&A #22-02; the QC in "Miscellaneous Documents" file as DA MD#22-02; the Resolution in "Resolution" file as DA Res #22-01.)
    - (2) **Release of 13.11 acres to ICCF**. Nancy McMichael, Secretary, explained that the Authority acquired title to ICCF property in connection with a tax abatement bond transaction; that ICCF desires to sell 13.11 acres; that the County Attorney had reviewed the document and recommended execution by the Chairman; and that the execution needs to be ratified by the Authority. (Documents can be found in "Miscellaneous Documents" as DA MD #22-03.

The motion to ratify the execution of the Kopla and ICCF documents was made by Mr. Sweat, seconded by Mrs. Langston, and passed unanimously.
  - B. **EMS/VFD Building for Northwest Harris Business Park**. Nancy McMichael, Secretary, explained that the County is moving forward with constructing an EMS/VFD Building in the business park, and that it will be located just south of Progress Boulevard, just across from Glovis.
  - C. **Economic Development Funding: Status of Request to Board of Commissioners**. Mr. Sweat said that he appeared before the Board of Commissioners during their Planning Retreat on February 24; that the proposal is to fund \$125,000 for an economic development coordinator, supplies, expenses, etc.; that the person would probably be a County employee but report to the Development Authority; and that the request has been submitted to the County Manager in include in the upcoming budget.
  - D. **Introduction of Andrea Dzioba**. Nancy McMichael, Secretary and County Clerk, introduced her replacement, Andrea Dzioba, to the Authority.
5. **ADJOURNMENT**. The motion to adjourn was made by Mrs. Langston, seconded by Mr. Butzon, and passed unanimously.

Prepared by:

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Nancy McMichael, Recording Secretary

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Craig Greenhaw, Chairman