

HARRIS COUNTY DEVELOPMENT AUTHORITY

REGULAR SESSION

November 8, 2022

6:00 p.m.

Members Present: Craig Greenhaw, Chris Butzon, Becky Langston, Mark Smith, Mike Stewart, Harry Boyd, Charles Sweat. Members Absent: Tommy Wright. Staff Present: Andrea Dzioba, Recording Secretary.

1. **CALL TO ORDER**. Chairman Greenhaw called the meeting to order.
2. **MINUTES**. The motion to approve the minutes of the July 12, 2022 Regular Session and September 14, 2022 Called Meeting was made by Mr. Stewart, seconded by Mr. Boyd, and passed unanimously.
3. **OLD BUSINESS**
 - A. **Update on Northwest Harris Business Park Project**. Chairman Greenhaw brought the Development Authority up to date on the project including that we have had some showings; it is looking great; erosion controls are in place; most of the structures are there; and they are starting to grade it. A couple of prospects have been taking a look at it already.
4. **NEW BUSINESS**
 - A. **Economic Development Position Contract and Budget**. Chairman Greenhaw and Charles Sweat provided an update and advised that they had met with the Board of Commissioners at their Planning Retreat. The Board of Commissioners was concerned if the Development Authority changed members what would happen related to the position and thought that there may have been some conflicting language. Mr. Greenhaw advised that it was to have the best of both worlds. Mr. Sweat advised that this is new to everyone and it will take time. Chairman Greenhaw believes that it was well received and that the Development Authority should come up with a sample contract, a breakdown of the budget, and that is what is being reviewed this evening. Discussion included having autonomy with the Economic Development position; the budgeted amount and that it is a yearly process; the draft job posting and job description; that there is a good structure in place; severance of 90 days noted in contract; performance evaluations; getting status reports from the individual; that the contract could be cleaned up and sent to the County Attorney for their review; that the individual needs to self-motivated and held accountable; that they would work closely with the Harris County Chamber; that this would be an exempt position; that their employment agreement will be updated and when pieces are filled in, sent to the County Attorney to review; and that the agreement can be negotiated when an individual is identified.
 - B. **Cancellation of Bond Transactions with Callaway**. Ms. Dzioba provided an overview and background related to the Cancellation of the Bond Transactions and informed the members that the language provided was from the attorneys. The Development Authority had some questions about this item for County Attorney Russell Britt. County Attorney Russell Britt was contacted by phone at 7:35 p.m. and he provided information to the Development Authority members about this item. The motion to (i) approve the cancellation of the following bonds: [\$22,000,000 Development Authority of Harris County Taxable Revenue Bonds, Series 2006 (Lodge and Spa at Callaway Gardens Project); \$17,111,538 Development Authority of Harris County Taxable Revenue Bonds (Callaway Gardens Resort, Inc. Projects) Series 2007; and \$2,769,100 Development Authority of Harris County Taxable Revenue Bonds (Ida Cason Foundation Projects) Series 2007]; (ii) approve the termination and cancellation of all documents associated with the aforementioned Bonds and the conveyance of the Development Authority's interest in the properties financed with such bonds as directed by the lessees; and (iii) authorize the Chairman or Vice-Chairman to execute and deliver any and all documents, certificates or agreements to accomplish the foregoing was made by Mr. Sweat, seconded by Mr. Stewart, and passed unanimously.
5. **ADJOURNMENT**. The meeting was adjourned at 7:41 p.m.

Prepared by:

Craig Greenhaw, Chairman

Andrea R. Dzioba, Recording Secretary