

BOARD MEETING MINUTES
HAMILTON ECONOMIC DEVELOPMENT CORPORATION
CITY OF HAMILTON, TEXAS
June 14, 2023
HAMILTON ECONOMIC DEVELOPMENT CORPORATION OFFICE
108 NORTH BELL STREET
HAMILTON, TEXAS 76531
AT 5:30 P.M.

The Economic Development Corporation Board for the city of Hamilton, Texas, convened for the monthly meeting on Date, with President Randy Lee presiding.

HEDC Board Members Present:

- Heather August
- Richard Buchanan
- Jared Cook
- Clint Cooper
- Jeff Ensor
- Melanie Housden

HEDC Board Members Absent:

Others Present:

- Ryan Polster – City Administrator
- Jamie L. LaDuke – Executive Director, EDC
- Kayla Schraub – Main Street Program Manager

REGULAR SESSION

Board member, Jared Cook, called the meeting to order at 5:33 p.m.

There were no public comments.

Board member Jeff Ensor moved to approve the May 17, 2023, minutes. Board member Melanie Housden seconded the motion, and with a unanimous vote, the motion carried.

Executive Director, Jamie LaDuke, presented the May 2023 Financial Report. Board member Jeff Ensor moved to approve the May 2023 Financial Report as presented. Board member Melanie Housden seconded the motion, and with a unanimous vote, the motion carried.

Makayla Grissam presented her business plan and Start-up Business Grant application for reconsideration. Makayla provided the board with an update regarding the location she is leasing in collaboration with Erika Chew from TX Coffee. Board member Heather August made a motion to approve funding in the amount of \$5,800 for a new oven and sink. Board member Richard Buchanan seconded the motion, and with a unanimous vote, the motion was carried.

Makayla Grissam and Erika Chew presented applications for Commercial Building Signage. Both businesses are leasing a location on Hwy 281, which makes them eligible for this grant. Board member Jeff Ensor made a motion

to approve funding in the amount of \$2,152.93 for the signage. Board member Melanie Housden seconded the motion, and with a unanimous vote, the motion carried. Erika Chew agreed to pay for the new signs for both businesses, therefore she will receive reimbursement of \$2,152.93.

Board member Jeff Ensor made a motion to approve reimbursement, totaling \$600, for Lifeguard Training Certification for three city of Hamilton seasonal lifeguards. Board member Melanie Housden seconded the motion, and with a unanimous vote, the motion carried.

Board member Melanie Housden made a motion to accept Brian Haile's application for the remaining position on the EDC Board. Board member Clint Cooper seconded the motion, and with a unanimous vote, the motion carried.

Kayla Schraub, Main Street Program Manager provided information on the upcoming clean-up project with the Main Street Board.

Jamie LaDuke, Executive Director, stated that the next regularly scheduled board meeting will have a short agenda, because the budget workshop will be taking place as well. Jamie also stated that she has sent an email to each board member and council member, to schedule a one-on-one meeting to discuss projects, objectives, and role responsibilities for the upcoming year and to update the strategic plan.

Board member comments and items to be placed on future agendas:

Next meeting was set for July 19, 2023.

The meeting was adjourned at 6:34 p.m.

Meeting minutes completed by: Jamie L. LaDuke, Executive Director

PASSED AND APPROVED this __19__ day of _____ July _____, 2023.

____Jeff Ensor_____
Board Member