

# **AUSTIN ECONOMIC DEVELOPMENT CORPORATION**

**JULY 27, 2022, 1:00PM to 2:30PM**

**CITY OF AUSTIN: PERMITTING AND DEVELOPMENT CENTER**

**6310 WILHELMINA DELCO DRIVE, AUSTIN, TX 78752**

## **EXECUTIVE COMMITTEE: MEETING AGENDA**

### **CALL TO ORDER**

#### **PUBLIC COMMUNICATION: GENERAL**

The first 10 speakers who register to speak no later than noon the day of the meeting will be allowed a three-minute allotment to address their concerns regarding items posted or not posted on the agenda.

#### **1. APPROVAL OF MINUTES**

Approve the minutes of the June 29, 2022, Executive Committee meeting.

#### **2. NEW BUSINESS**

For discussion and possible action regarding the following:

- a.** Report and discussion from the President and CEO including an update on priority projects, a review of upcoming public events or meetings, with an update on administrative development and financial report for the organization.
- b.** Report from each of the Board Members chairing a committee and/or subcommittee of the organization, providing any updates on the status of work being conducted that may result in any forthcoming requests.
  - i.** Update from the Audit and Finance Committee to include the following:
    - i.** Presentation of the Draft Procurement Policy with the request for the Executive Committee to consider providing a recommendation for approval of the Policy during the August Board Meeting.
    - ii.** Presentation of the Draft Employee Handbook with the request for the Executive Committee to consider providing a recommendation for approval of the Policy during the August Board Meeting.
    - iii.** Presentation of the Proposed Fiscal Year 2022-2023 Budget with the request for the Executive Committee to consider providing a recommendation for approval of the Proposed Budget during the August Board Meeting.
  - ii.** Update from the Strategic Planning Committee on the organization's first Strategic Planning exercise and the request to consider authorizing the President and CEO the ability to negotiate and execute a Professional Services Agreement with the firm selected through the procurement process in a contract not to exceed \$40,000.

#### **3. OLD BUSINESS**

For discussion and possible action regarding the following:

- a.** Consider providing the President and CEO with discretionary spending authority up-to

\$200,000 for expenses associated with legal, professional services and business needs for work defined by Addendum No. 5, remaining within the balance of funds provided by the City of Austin.

- b. Future items for the next Executive Committee Meeting on August 31, 2022, and/or other future Executive Committee Meetings.

## ADJOURNMENT

*The Corporation reserves the right to go into executive session pursuant to Section 551.071 of the Texas Government Code to receive advice from Legal Counsel regarding any item on this agenda or for any other lawful purpose.*

## MEETING PARTICIPATION

The public may join the meeting in-person. Additional information and past meeting files can be found at: <https://www.austintexas.gov/department/austin-economic-development-corporation>. Information related to location and parking can be found at: <http://austintexas.gov/pdc>.

Public comment will only be allowed in-person and all speakers must register in advance (before 10AM on the day of the meeting). All public comment will occur at the beginning of the meeting. To speak at the **Austin Economic Development Corporation Meeting**, members of the public must

- Call or email the board liaison at **512-431-6271** or [david@austinedc.org](mailto:david@austinedc.org) no later than 10AM the day of the meeting. The following information is required: speaker name, item number(s) they wish to speak on, whether they are for/against/neutral, email address and telephone number (must be the same number that will be used to call into the meeting).
- Speakers must arrive and sign-in prior to meeting start time to speak, late speakers will not be accepted and will not be able to speak.
- Speakers signed up prior to the meeting being called to order will be allowed a three-minute allotment to address their concerns regarding items posted or not posted on the agenda.
- A speaker who requires a translator or interpreter will be allowed double the amount of time of a speaker who does not require a translator. The same doubled time limit (six minutes) will apply to a speaker with a disability who needs assistance in a manner that requires additional time to deliver the speaker's message. The doubled time limits apply to speakers with special requirements during general public communication and to those signed up to speak on a specific agenda item.

The Austin Economic Development Corporation is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request and availability. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call David Colligan, with the Austin Economic Development Department, at 512-431-6271, for additional information; TTY users route through Relay Texas at 711.

For more information on the Austin Economic Development Corporation, please contact David Colligan at 512-431-6271 or [david@austinedc.org](mailto:david@austinedc.org). <mailto:david.colligan@austintexas.gov>