



HORIZON CITY

Incorporated 1988

**AGENDA
PUBLIC MEETING
CANCEL - ANNUAL MEETING ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS
MEETING
THE TOWN OF HORIZON CITY, TEXAS
Wednesday, November 15, 2023, 6:30 PM**

Notice is hereby given that a CANCEL - ANNUAL MEETING ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS MEETING of the Town of Horizon City, Texas will be held on Wednesday, November 15, 2023 at 6:30 PM at City Council Chambers Room, 15001 Darrington Road, Horizon City, TX 79928, at which time the following will be discussed and considered:

Participation by members of the public is welcome during the Open Forum portion of the agenda. To participate in public comment, interested members of the public **MUST** sign up prior to the meeting by emailing vrojas@horizedc.com or calling (915) 852-1046, EXT #113. Comments will be limited to 3 minutes per speaker.

An electronic copy of the meeting agenda materials will be posted on our City Website at the following link: <https://meetings.boardbook.org/Public/Organization/928>.

1. **Call to order; Establishment of Quorum**
2. **Open Forum:**
3. **Approval of Minutes from:** October 18, 2023 Regular Board Meeting. 3
4. **Discussion:**
 Presenter: Richard Dayoub
 Presentation from Alliance for Regional Military Support Group.
5. **Discussion and Action:** 5
 Presenter: EDC Executive Director
 On the election of officers for the Horizon City EDC Board of Directors.
 - A. President
 - B. Vice-President
 - C. Board Secretary
 - D. Board Treasurer
6. **Discussion and Action:** 5
 Presenter: EDC Executive Director
 Discussion and action regarding a Resolution authorizing the President of the EDC to sign a **Contract for Services** with Bright Sol Tech.
7. **Discussion and Action:** 12
 Presenter: EDC Executive Director
 Discussion and action regarding a Resolution authorizing the Executive Director of the EDC to sign the Provider Service Agreement with Willow Tree Childcare and Learning Center.
8. **Executive Session**
 The Economic Development Corporation Board of Directors of the Town of Horizon City may recess into EXECUTIVE SESSION pursuant to the Texas Government Code, Chapter 551, Subchapter D, under Article 551.071 – Consultation with Attorney; 551.072 – Deliberation Regarding Real Property; 551.073 – Deliberation Regarding Gifts and Donations; 551.074 – Personnel Matters; 551.076 – Deliberation Regarding Security Devices and 551.087 – Deliberation Regarding Economic Development Negotiations.
9. **Adjournment:**

Adjournment:

Motion to Adjournment: _____ 2nd _____

Dated this Thursday, November 9, 2023

By: _____

Elvia Schuller, City Clerk

I, the undersigned authority, hereby certify that the above notice of the CANCEL - ANNUAL MEETING ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS MEETING of the Town of Horizon City, Texas is a correct copy of this notice, and that I posted this notice at least seventy-two (72) hours preceding the scheduled meeting at the City Hall Bulletin Boards of the Town of Horizon City, Texas on this Thursday, November 9, 2023 by 5:00 p.m.

Agenda Removed: _____ Time _____ By _____

In compliance with the Americans with Disabilities Act, the Town of Horizon City will provide for reasonable accommodations for persons attending meetings. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling the City Clerk at (915) 852-1046.



**MINUTES
PUBLIC MEETING
ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS MEETING
THE TOWN OF HORIZON CITY, TEXAS
Wednesday, October 18, 2023, 6:30 PM**

Notice is hereby given that a ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS MEETING of the Town of Horizon City, Texas was held on **Wednesday, October 18, 2023 at 6:30 PM**, at City Council Chambers Room, 15001 Darrington Road, Horizon City, TX 79928, at which time the following was discussed and considered:

Participation by members of the public is welcome during the Open Forum portion of the agenda. To participate in public comment, interested members of the public **MUST** sign up prior to the meeting by emailing vrojas@horizonedc.com or calling (915) 852-1046, EXT #113. Comments will be limited to 3 minutes per speaker.

An electronic copy of the meeting agenda materials will be posted on our City Website at the following link: <https://meetings.boardbook.org/Public/Organization/928>.

1. Call to order; Establishment of Quorum

Meeting called to order at: 6:35 pm. Quorum established.

Board Members Present: Walter Miller, Jerry Garcia, Ruby Maldonado, Aurelio Sillas

Board Members Absent: Dean Hulsey, Kevin Richardson and James Montoya

Staff: Eddie Garcia, EDC Executive Director; Rafael Arellano, EDC Business Development Manager; Lily Gaytan, Finance Director

2. Open Forum: No audience present.

3. Approval of Minutes from: August 16, 2023 Regular Board Meeting.

The above-stated minutes were approved on a motion by Board Member, Jerry Garcia and seconded by Board Member, Aurelio Sillas. Motion Carried Unanimously (4-0).

4. Discussion:

On recent activities and BR&E update by the Horizon City Economic Development Corporation.

Presenter: EDC Executive Director

The EDC Executive Director and Business Development Manager spoke on this item.

5. Discussion and Action:

On authorizing the Board President to execute an employment agreement with Rafael Arellano as Assistant Director for the Town of Horizon City Type 4B Economic Development Corporation.

Presenter: EDC Executive Director

A motion to authorize the Board President to execute an employment agreement with Rafael Arellano as Assistant Director for the Town of Horizon City Type 4B Economic Development Corporation was made by Board Member Jerry Garcia and seconded by Board Member Ruby Maldonado.

Motion Carried Unanimously (4-0)

6. Discussion and Action:

Regarding a resolution/request from MICBEC Investments, LLC ("Developer") to assign their right title and interests in the Chapter 380 and Economic Development Performance Agreement, and the Right of First Offer Agreement to Horizon Oxbow Development LLC. and approval of a Resolution authorizing the EDC Board President to sign a Consent to Assign document.

Presenter: EDC Executive Director

A motion regarding a resolution/request from MICBEC Investments, LLC ("Developer") to assign their right title and interests in the Chapter 380 and Economic Development Performance Agreement, and the Right of First Offer Agreement to Horizon Oxbow Development LLC. and approval of a Resolution authorizing the EDC Board President to sign a Consent to Assign document was made by Board Member Jerry Garcia and seconded by Board Member Aurelio Siillas. Motion Carried Unanimously (4-0)

7. Executive Session

The Economic Development Corporation Board of Directors of the Town of Horizon City may recess into EXECUTIVE SESSION pursuant to the Texas Government Code, Chapter 551, Subchapter D, under Article 551.071 – Consultation with Attorney; 551.072 – Deliberation Regarding Real Property; 551.073 – Deliberation Regarding Gifts and Donations; 551.074 – Personnel Matters; 551.076 – Deliberation Regarding Security Devices and 551.087 – Deliberation Regarding Economic Development Negotiations.

8. Adjournment:

ADJOURNMENT

A motion was made by Board Member Walter Miller and seconded by Board Member Jerry Garcia to adjourn at 7:20 PM.

Approved this ____ day of _____, 20__.

Attest:

Veronica Rojas, Board Secretary

Board President

RESOLUTION

Town of Horizon City 4B Economic Development Corporation

WHEREAS, the **Town of Horizon City 4B Economic Development Corporation** (“**EDC**”) a Texas corporation organized and existing pursuant to Chapter 501 and 505 of the Texas Local Government Code known as the Development Corporation Act is authorized to contract for goods and services to fulfill the mission of the EDC.

WHEREAS, the EDC desires to redesign its website to create a dynamic and engaging online presence that allows for easy content management and maintenance; and

WHEREAS, Bright Sol Tech (“Bright Sol Tech”) is registered with Education Services Center (ESC) - Region 19 (Allied States Cooperative) and has the expertise and resources necessary to create a website that will allow Horizon City EDC to have an online presence and enables Horizon City EDC to modify content at will.

NOWTHEREFORE, the Board of Directors of the Town of Horizon City 4B Economic Development Corporation authorizes the President of the EDC to sign a **Contract for Services** with Bright Sol Tech attached to this Resolution.

Approved the _____ day of November, 2024 at a duly held meeting of the EDC Board of Directors.

**Town of Horizon City 4B Economic
Development Corporation**

By: _____
Walter Miller, President

ATTEST:

By: _____

**Veronica Rojas
Board Secretary**

APPROVED AS TO FORM

By: _____

**Sylvia Borunda Firth
Board Attorney**

HORIZON CITY EDC WEBSITE REDESIGN

by Bright Sol Tech El Paso Inc.

Bright Sol Tech Website Development
Horizon Economic Development Corporation Board
November 15, 2023

2020 Horizon City Comprehensive & Strategic Plan
ED Goal #2 : Establish public/private partnerships to assist in growth and investment

Horizon Economic Development: Bright Sol Tech El Paso Inc.

Request

That the Horizon Economic Development Corporation's Executive Director be allowed to finalize a **Service Agreement with Bright Sol Tech El Paso for the redevelopment of the HEDCs website and for two years of website support and maintenance**

Staff Recommends Approval



Horizon Economic Development: Bright Sol Tech El Paso Inc.

Background

- Horizon City EDC aims to create a **dynamic and engaging online presence** that allows for easy content management and maintenance.
- The HEDCs website is the **main information and promotional tool for out-of-town companies** looking to relocate.
- Horizon City EDC has expressed the desire to have a **website that caters to both local businesses and companies on a national and international scale.**
- Bright Sol Tech will create a website that meets these objectives and **enables Horizon City EDC to modify content at will.**



Horizon Economic Development: Bright Sol Tech El Paso Inc.

Project Costs

The estimated budget below is based on the specifications provided and the features described above. We offer two options on how to move forward with this project.

Description	Estimated Total Cost
Website Redesign + Content Management System	\$7,660
Ongoing Costs for 2 years (Support + Maintenance + Resources)	\$3,200
Total	\$10,860

Horizon Economic Development: Bright Sol Tech El Paso Inc.

Request

That the Horizon Economic Development Corporation’s Executive Director be allowed to finalize a **Service Agreement with Bright Sol Tech El Paso for the redevelopment of the HEDCs website and for two years of website support and maintenance**



Staff Recommends Approval

Questions?

RESOLUTION

Town of Horizon City 4B Economic Development Corporation

WHEREAS, the **Town of Horizon City 4B Economic Development Corporation** (“**EDC**”) a Texas corporation organized and existing pursuant to Chapter 501 and 505 of the Texas Local Government Code known as the Development Corporation Act is authorized to contract for goods and services to fulfill the mission of the EDC

WHEREAS, the Texas Workforce Commission has launched a new initiative to build the supply of high-quality childcare across Texas. The initiative provides support to childcare businesses creating new childcare capacity after the licensing eligibility cutoff date for Child Care Relief Funding;

WHEREAS, the Horizon City EDC seeks to engage in a formal partnerships to encourage the expansion of local quality childcare by partnering with local daycare to facilitate state funding in support of expanded, quality local childcare;

WHEREAS, the EDC believes that the partnership with Willow Tree Childcare and Learning Center will positively serve the aforementioned goal of providing expanded childcare services to the employees and residents of Horizon City.

NOW THEREFORE, the Board of Directors of the Town of Horizon City 4B Economic Development Corporation authorizes the Executive Director of the EDC to sign the **Provider Service Agreement** with Willow Tree Childcare and Learning Center attached to this Resolution.

Approved the _____ day of November, 2024 at a duly held meeting of the EDC Board of Directors.

Town of Horizon City 4B Economic Development Corporation

By: _____
Walter Miller, President

ATTEST:

By: _____

Veronica Rojas
Board Secretary

APPROVED AS TO FORM

By: _____

Sylvia Borunda Firth
Board Attorney



Willow Tree

CHILDCARE AND LEARNING CENTER

Willow Tree Service Agreement

Horizon Economic Development Corporation Board

November 15, 2023

2020 Horizon City Comprehensive & Strategic Plan

ED Goal #2 : Establish public/private partnerships to assist in growth and investment

Horizon Economic Development: Willow Tree Service Partnership

Request

That the Horizon Economic Development Corporation's Executive Director be allowed to finalize a **Service Agreement with Willow Tree Childcare and Learning Center LLC** (*Willow Tree Daycare*) to allow for a registered partnership between the HEDC and Willow Tree Daycare which will facilitate access to state funds in support of the expansion of Willow Tree Daycare's services within the Town of Horizon City.

Staff Recommends Approval



Horizon Economic Development: Willow Tree Service Partnership

Background

- Texas Workforce Commission's Childcare Expansion Initiative **provides financial support** to childcare businesses creating new childcare capacity.
- Horizon City EDC seeks to engage in a formal partnerships **to encourage the expansion of local quality childcare** by partnering with local daycare to facilitate state funding in support of expanded, quality local childcare.
- The partnership with Willow Tree Childcare and Learning Center will positively serve the HEDC's goal of **providing expanded childcare services to the employees and residents of Horizon City.**
- **No cost** to the HEDC



Horizon Economic Development: Willow Tree Service Partnership

Agreement Components and Results

Responsibilities of the Willow Tree Childcare and Learning Center

- **Space.** Provider shall maintain the Program Site for in accordance with standards expected of a quality childcare program.
- **Employment.** As needed, provider shall hire, employ, pay, and supervise qualified staff to meet the needs of the childcare program.
- **Enrollment Periods.** Enrolled families shall abide by the enrollment terms set forth in the Provider's Family Handbook.
- **Tuition.** Provider is responsible for collecting and receiving all tuition payments from enrolled families.
- **Insurance.** Provider shall, at all times during the Agreement, carry valid and required insurance.

Responsibilities of the HEDC

- **Promotion.** All Horizon City EDC employees shall be informed about this childcare partnership as an employee benefit.
- **Point of Contact.** The Horizon City EDC's Executive Director shall be the point of contact for employees interested in learning more about the childcare partnership.

Result

The agreement will allow Willow Tree Daycare to **qualify for state funding** in the form of an expansion grant.



Horizon Economic Development: Willow Tree Service Partnership

Request

That the Horizon Economic Development Corporation's Executive Director be allowed to finalize a **Service Agreement with Willow Tree Childcare and Learning Center LLC** (*Willow Tree Daycare*) to allow for a registered partnership between the HEDC and Willow Tree Daycare which will facilitate access to state funds in support of the expansion of Willow Tree Daycare's services within the Town of Horizon City.

Staff Recommends Approval



Questions?