



Hon. Jerry Barker, Chair
Hon. Ignacio Vazquez, Vice-Chair

Charles Eaton, Secretary/Treasurer
Russell Devorsky, President

May 26, 2022

THE HEART OF TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC.

EXECUTIVE COMMITTEE MEETING AGENDA

The Heart of Texas Economic Development District, Inc., Board of Directors will meet on **Thursday, May 26, 2022 at 1:00 P.M.** at the Heart of Texas Council of Governments Board room, 1514 S New Road, Waco Texas 76711.

- I. **Call to Order and Determination of a Quorum**
- II. **Acknowledgment of Notice Giving Public Access to Meeting**
- II. **Introduction of Guests and Public Comment(s)**
- III. **Meeting Minutes**
- IV. **Discussion of New Membership**
- V. **Action Items**
 - a. Review and approval of Fiscal Year 2021 HOTEDD Audit
 - b. HOTEDD Board Attendance Policy
 - c. Review Revolving Loan Staff Billing Policy
- IV. **Chair Report**
- VIII. **President and Staff Reports**
 - A. Staff Report
 - B. Financial Report
 - C. President Report
- IX. **Adjournment**

Russell Devorsky, President



Hon. Matthew Wright, Chair
Hon. Jerry Barker Vice-Chair

Alfred Solano, Secretary/Treasurer
Russell Devorsky, President

THE HEART OF TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC.

Meeting Minute May 24, 2022

The Heart of Texas Economic Development District, Inc., Board of Directors met on Thursday, March 24, 2022 at 1:00 P.M. at the Heart of Texas Council of Governments Board room, 1514 S New Road, Waco Texas 76711.

Members Present:

Art Mann	Dick Van Dyke
Charles Eaton	Matthew Wright
Cindy Vanlandingham	Ray O'Docharty
David Davis	Robert Hawkins
Jerry Barker	Ignacio Vazquez

Staff Present:

Russell Devorsky	John Minnix
Dorothy Jackson	Falen Bohannon
Harold Ferguson	

I. Call to Order and Determination of a Quorum

- At 1p.m. Chair Matthew Wright called the meeting to order and asked if quorum had been met. Dorothy Jackson responded that quorum was met.

II. Acknowledgment of Notice Giving Public Access to Meeting

- Chair Matthew Wright asked if proper notice had been given and Dorothy Jackson responded that proper notice had been given.

III. Introduction of Guests and Public Comment(s)

- No Guests

IV. Chair Report

- No report given

V. Ratification of previous Board of Directors Executive Committee Meetings

- Approval of the April 22, May 23, & December 18, 2021 Meeting Minutes
- Approval of the January 27, 2022 Meeting minutes.
- Review and approval of Fiscal Year 2020 HOTEDD Audit
- Review and Approval of HOTEDD 2019 (for the year ending 9/30/20) Tax Return for Exempt Organizations
- July 2021 Financial Report
- Fiscal Year 2021-2022 Budget Review/Approval

Jay Elliott made a motion to approve all the previous Board of Directors Executive Committee Meetings action items. Art Mann seconded the motion. Motion carried.

VI. Consideration and/or Action Items

• **Election of Officers and Members**

- Nominations Committee Report/Action of recommendation.

Jerry Barker made a motion to approve the nominations committee's report/action of recommendation for current officers as follows. Jerry Barker (Chair), Ignacio Vazquez (Vice Chair), and Charles Eaton (Secretary/Treasurer).1. Nominations Committee Report/Action of recommendation (Current Officers: Matthew Wright, Chair, Jerry Barker, Vice Chair, and Alfred Solano, Secretary/Treasurer). Jay Elliott seconded the motion. Motion carried.

- Re-Appointment of Members to the Board (2 year terms):

Jerry Barker made a motion to approve the Re-Appointment of Members to the Board (2 year terms). Jay Elliott seconded the motion. Motion carried.

- **Comprehensive Economic Development Strategy (CEDS)**

- Approval of HOTEDD to continue serving as the CEDS Committee for the Heart of Texas Region as HOTEDD must reappoint itself each year.

Art Mann made a motion to approve HOTEDD to continue serving as the CEDS Committee for the Heart of Texas Region. Jay Elliott seconded the motion. Motion carried.

- Approval of the CEDS Update Advisory Committee to continue working with staff for 2022.

Art Mann made a motion to approve the CEDS Update Advisory Committee to continue working with staff for 2022. Jay Elliott seconded the motion. Motion carried.

- Appointment of 2022 CEDS Update Advisory Committee

2021 Committee: Robert Hawkins; Damaris Neelley; Dick Van Dyke, and David Davis

Art Mann made a motion to approve the appointment of 2022 CEDS Update Advisory Committee as listed: Robert Hawkins, Damaris Neelley, Dick Van Dyke, and David Davis. Jay Elliott seconded the motion. Motion carried.

VII. Presidents and Staff Report

- Staff Report-Dorothy Jackson gave staff report.
- Financial Report-John Minnix gave financial report and spoke of the audit being shown in the next meeting.
- Presidents Report-Russell Devorsky gave the presidents report. He spoke about paying off 2 notes early. He said that the concrete repairs need to be done to the workforce building. He mentioned that Keefer is still paying his loan every month and that Net 1 will be getting a certified letter to try and collect on his debt.

VIII. Adjournment

- HOTEDD adjourned at 1:37 p.m.

Jerry Barker, Chair

ACTION MEMORANDUM

**HEART OF TEXAS ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS**

May 26, 2022

SUBJECT:

HOTEDD Board Attendance Policy

INFORMATION:

Staff was requested to provide a draft Board attendance policy for the HOTEDD Board to review for consideration.

This was requested due to the overwhelming number of times the Board is having to ratify meetings because of lack of quorum.

ACTION:

Act on HOTEDD Board Attendance Policy as presented with determined changes as discussed.

Draft

Heart of Texas Economic Development District

Board Attendance Policy

Purpose

This policy is intended to support full contribution of all board members of the Heart of Texas Economic Development District (HOTEDD). All board members receive a copy of this official policy. The policy is reviewed by the board once a year and maintained in the official records for HOTEDD by staff. The policy will be reviewed and authorized by the board (see signature and date below).

County Judges are determined seats that prevent removal or action regardless of attendance.

Definition of a Board Attendance Problem

A board-attendance problem occurs if any of the following conditions exist in regard to a board member's attendance to board meetings:

1. The member has two un-notified absences in a row ("un-notified" means the member did not call ahead to a reasonable contact in the organization before the upcoming meeting to indicate they would be gone from the upcoming meeting).
2. The member has three notified absences in a row.

Suggested Response to a Board-Attendance Problem

If a board-attendance problem exists regarding a member, the Board Chair will promptly contact the member to discuss the problem. The Chair will promptly share the member's response with the entire board at the next board meeting. In that meeting, the board will decide what actions to take regarding the board member's future membership on the board. If the board decides to terminate the board member's membership, termination will

be conducted per the HOTEDD Bylaws. The Board Chair will call the member with the board-attendance problem and notify him or her of the board's decision to terminate the member's membership per the terms of the Board Attendance Policy.

Automatic removal of Board without Board membership action:

If a member has three notified or unnotified consecutive absences upon the fourth absence the board member is automatically disqualified from membership.

The President of the Board will notify the board member that per the Board Attendance Policy that he/she is no longer a member of the board.

The Board, at its discretion, can waive the automatic removal provision under certain defined circumstances:

1. The board member has been given a 6-month approved absence as stated in Bylaws.
2. (any other defined circumstances)

HOTEDD Board encourages all board members to consider the disruption of consecutive absences and submit a written letter of resignation, especially if the board member knows that it will be difficult for them fulfill their obligation to attend, prior to Board membership removal or the automatic removal process.

This policy does not prevent a board member from future appointments to the board if the Board membership determines that the absences were due to unforeseen circumstances at no fault of the board member who could not attend meetings in accordance with the Bylaws and this policy.

Board Chair's Signature

Date _____

(Board Policy enacted: May 26, 2022)

ACTION MEMORANDUM

**HEART OF TEXAS ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS**

May 26, 2022

SUBJECT:

Revolving Loan Staff Billing Policy Annual Review/Amendment

INFORMATION:

The HOTEDD Board designated a billing policy in August of 2016 due to the lack of a billing policy for staff to go by. The Policy is to be reviewed annually by the Board. No changes recommended by staff.

ACTION:

Revolving Loan Staff Billing Policy annual review/revisions.

HOTEDD REVOLVING LOAN STAFF BILLING PROCEDURES:

HOTEDD's goal is to have a consistent and courteous approach for staff to collect payment of the revolving loan fund. This policy is to clearly state the requirements of staff in regards to billing statements and assessing penalties for late payments.

Invoicing:

1. Each Revolving Loan customer will be invoiced for the payment amount due 10 days prior to due date. Whenever possible, electronic invoicing will be used.
2. Confirmation of customer receiving invoice will be printed out and put in customer file. Confirmation can be shredded if payment is received by due date. If payment is received late then it stays in customer file with documentation that payment was received past due date to show proof of late fee penalties.
3. If payment hasn't been received by due date staff will call customer to check on status of payment. Documentation of conversation will be noted in customer file. If customer states never received invoice or that check/payment was sent on time, then staff should try to get customer to send that explanation electronically by email for the file. Staff may need to evaluate how invoice is sent for optimum service.
4. If customer is 30 days late a new invoice is generated with payments due and penalty fee added. If electronic invoicing is used staff will send electronically and through US Postal Service.
5. If customer is 60 days late a new invoice is generated with payments due and penalty fee added. Staff will send invoice by US Postal Service regular mail and also certified mail.

Penalties:

1. The penalty fee is outlined in each customers file that has received a loan prior to August 3, 2016. All other loans after this date will have a penalty fee of 15 dollars per month or 5% of payment due, whichever is greater.
2. Return Check Fee: There will be a \$35.00 return check fee.
3. The HOTCOG Executive Director/HOTEDD President has the authority to wave fees when deemed necessary.

Calling back loan/collateral.

1. If customer is 90 days late the staff will bring before HOTEDD Board an action item to move forward with calling back the loan/collateral.

This policy will be reviewed on an annual basis.

Policy Approvals: August 25, 2016

Reviewed/Revised: August 24, 2017

Reviewed: August 23, 2018

Reviewed: August 22, 2019

No review 2020/Covid

Reviewed: April 22, 2021

Reviewed: May 26, 2022

HOTEDD Chair
Dick Van Dyke

President
Russell Devorsky

**Heart of Texas
Economic Development District, Inc.**

March-April 2022 Financials

Heart of Texas Economic Development District, Inc.
Balance Sheet
For Month Ended April 30, 2022

Assets

Current Assets

Cash-Due from HOTCOG/Investments	\$ 496,527	
Cash-Revolving Loan Fund	245,241	
Cash-SMRF Fund	41,463	
Pre-paid Items	28,189	\$ 811,420

Notes Receivable

HOTCOG	565,432	
Net 1 Connect	52,420	
KNV Investments-SMRF	35,293	653,145

Fixed Assets

Building	1,924,009	
Land	170,000	
Furniture & Equipment	100,454	
Less: Accumulated Depreciation	(890,088)	1,304,375

Total Assets \$ 2,768,940

Liabilities

Long-term Liabilities

Notes Payable - Extraco Bank (WF Bldg)	565,432	
Notes Payable - Extraco Bank (WF Bldg)	-	
Notes Payable - Extraco Bank (HOTCOG Bldg)	815,547	
Notes Payable - Extraco Bank (HOTCOG Bldg)	-	\$ 1,380,979

Total Liabilities 1,380,979

Fund Equity

Unrestricted Net Assets	907,690	
Temporarily Restricted (Revolving Loan Fund)	297,661	
Temporarily Restricted (SMRF Loan Fund)	76,756	
Temporarily Restricted (Building Maintenance)	\$ 105,854	1,387,961

Total Liabilities & Fund Equity \$ 2,768,940

**Heart of Texas Economic Development District, Inc.
 Combined Statement of Revenues & Expenditures
 For Month Ended April 30, 2022**

	<u>Mar-Apr</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Budget Remaining</u>
Revenues				
Lease Income-WF Bldg	\$ 65,000	\$ 227,500	\$ 390,000	\$ 162,500
Lease Income - HOTCOG Bldg	43,285	151,498	259,710	108,212
Grant Income-EDA	41,231	148,316	216,785	68,469
Interest Income	200	553	900	347
Fairfield-Industrial Park Road	-	-	6,400	6,400
TSTC-Building Renovation	-	-	14,000	14,000
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Total Revenues	\$ 149,716	\$ 527,867	\$ 887,795	\$ 359,928
 Expenditures				
Debt Service Exp-Extraco Banks	\$ 56,856	\$ 343,258	\$ 382,701	\$ 39,443
Maintenance/Repairs/ Renovations	10,659	28,084	35,000	6,916
Committee Travel	6,305	12,014	12,000	(14)
Insurance	-	15,616	15,500	(116)
Management Fee	9,361	32,763	56,165	23,402
Audit	-	-	8,750	8,750
Marketing	-	-	10,000	10,000
Staff Support	37,206	125,511	235,000	109,489
COVID-19 Supplemental Planning	13,959	50,554	45,914	(4,640)
Miscellaneous	4,513	9,483	9,000	(483)
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Total Expenditures	\$ 138,859	\$ 617,283	\$ 810,030	\$ 192,747
 Net Surplus (Deficit)	 \$ 10,857	 \$ (89,416)	 \$ 77,765	

Note: HOTEDD paid off two building notes in Febraury 2022

HOTCOG Building	\$ 39,036
Workforce Building	<u>88,766</u>
 Total paid off	 \$ 127,802

Heart of Texas Economic Development District, Inc.
Monthly Expense Detail
For March through April 2022

Debt Service

Extraco Bank (WF Bldg)	\$ 38,454	
Extraco Bank (WF Bldg)	301	
Extraco Bank (HOTCOG Bldg)	17,924	
Extraco Bank (HOTCOG Bldg)	177	
Total	56,856	\$ 56,856

Maintenance/Repairs/Renovations

Jacobs-Cathey (HOTCOG Bldg board room a/c repaired)	670	
TX Dept of Licensing (WF Bldg filing fee for elevator inspection)	20	
Kleen Air (WF Bldg filter service)	491	
Maguire Fire Equip (WF Bldg fire alarm monitoring)	75	
Pye-Barker Fire & Safety (WF Bldg backflow inspect., repair sprinkler system)	4,312	
R Devorsky (WF Bldg flag pole rope replaced)	37	
ROZ TECH Pest Control (WF Bldg sprayed for wasps)	200	
TK Elevator (WF Bldg maint/monitoring/repairs)	1,310	
Jacobs-Cathey (WF Bldg HVAC maint & repairs)	1,117	
Hensel Electric (WF Bldg replace light ballasts, outdoor lights, wire light pole)	1,995	
McDaniels Landscapers (WF Bldg lawn maintenance)	432	
Total	10,659	10,659

Management Fee

HOTCOG (Management Fee)	9,361	
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Committee Travel

R Devorsky (NADO Conference Washington DC-March 2022)	2,755	
NADO (registration for R Devorsky & J Lewis)	1,100	
Washington DC Marriott (hotel for R Devorsky & J Lewis)	2,450	
Total	6,305	6,305

Staff Support

HOTCOG (Staff support expense)	37,206	
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COVID-19 Supplemental Planning

Extraco Technologies (phone system for HOTCOG)	7,059	
Jacobs-Cathey (air purifiers for HOTCG a/c units)	6,900	
Total	13,959	13,959

Miscellaneous

Perry Office Plus (7 high back rolling office chairs)	3,293	
George's (catering HOTEDD meeting for March)	270	
Bellmead Chamber of Commerce (banquet tickets)	200	
Hubbard Chamber of Commerce (banquet tickets)	50	
HOT Work Force Board (YES EXPO sponsorship)	700	
Total	4,513	4,513

Total March through April 2022 Expenses

\$ 138,859

Heart of Texas Economic Development District, Inc.

**Notes Payable-Extraco Bank
As of 4/30/22**

	<u>Loan Amount</u>	<u>Rate</u>	<u>Current Payment</u>	<u>Loan Date</u>	<u>Maturity Date</u>	<u>Principal Balance</u>
HOT Workforce Building	2,084,896	3.95%	19,227.39	6/13/2017	11/13/2024	565,432
HOT Workforce Building	310,391	3.95%	-	6/13/2013	11/13/2024	-
HOTCOG Building	1,387,194	4.85%	8,961.76	10/13/2016	10/5/2031	815,547
HOTCOG Building	<u>109,521</u>	4.85%	<u>-</u>	10/16/2016	4/24/2026	<u>-</u>
TOTALS	3,892,002		28,189.15			1,380,979

**Revolving Loans
As of 4/30/22**

<u>Borrower</u>	<u>Loan Amount</u>	<u>Rate</u>	<u>Current Payment</u>	<u>Loan Date</u>	<u>Maturity Date</u>	<u>Principal Balance</u>
Net 1 Connect	90,000	6.00%	999.18	11/4/2015	12/1/2025	52,420

**Small and Micro Enterprise Revolving Fund (SMRF)
As of 4/30/22**

<u>Borrower</u>	<u>Loan Amount</u>	<u>Rate</u>	<u>Current Payment</u>	<u>Loan Date</u>	<u>Maturity Date</u>	<u>Principal Balance</u>
KNV Investments	50,000	6.50%	567.74	6/26/2018	6/26/2028	35,293

April 2022

Economic & Community Development Department Staff Report

REVOLVING LOAN FUND

HOTEDD currently administers two revolving loan funds: One through USDA (United States Department of Agriculture) and one through TDA (Texas Department of Agriculture).

The USDA fund is to support our local businesses so that they can grow, create jobs, and diversify our regional economy. Specifically, the HOTEDD RBEG RLF Program seeks to assist qualified small and emerging businesses in the rural Heart of Texas including Bosque, Falls, Freestone, Hill, Limestone, and rural McLennan Counties. Any private business that will employ 50 or fewer new employees and has less than \$1 million in projected gross revenues located in the rural (as defined by USDA) Heart of Texas region including Bosque, Falls, Freestone, Hill, Limestone and rural McLennan Counties (McLennan County communities that are not contiguous to the City of Waco). On a case by case basis, the Loan Committee may waive this requirement and provide loan funds to a business located outside the region if the committee determines doing so will have a positive economic impact on the community to be assisted with RLF funds. The project will create or retain one full-time job per each \$10,000.00 in loan funding. At least 51 percent of the interest in the business (applicant) must be owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence certifiable by HOTEDD and USDA. HOTEDD RLF's financial assistance is necessary to the viability of the project: There must be evidence presented by the applicant that demonstrates that the projects financial requirements cannot be met from owner resources or a commercial financial institution.

Texas CDBG funds provided under the TCF SMRF program are required to comply with the national objective of principally benefiting persons of low and moderate income. The objective of the program is to expand economic opportunities that create or retain jobs, principally for low- and moderate-income persons. The SMRF program provides resources for an eligible applicant to support qualified small and microenterprise business(es) (a for-profit entity) to create or retain jobs for Texans. The CDBG regulations provide the following definitions: **Microenterprise Definition**, A "microenterprise" is a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise. "Persons developing microenterprises" means persons who have expressed interests in and who are, or after an initial screening process are expected to be, actively working toward developing businesses, each of which is expected to be a microenterprise at the time it is formed. 24 CFR §570.201(o)(3): **Small Enterprise Definition** is an enterprise" or "small business" is a commercial enterprise that has 25 or fewer employees, one or more of whom owns the enterprise. Falls County is the only county under the SMRF fund. The funding period through TDA and regulations is over but once TDA closes out the contract with Falls County then HOTEDD can lend the revolving funds back into Falls County without the stricter requirements of TDA. At this time Falls County has not received closeout information.

HOTEDD is currently seeking applicants for approximately \$245,241 in USDA revolved funds.

SMRF has \$41,463

Currently loans are out to:

Net1 is behind in payments. Russell Devorsky has spoken with Net 1 owner directly and he verbally said he was sending in payment. At time of this report, we have not received it yet.

KNV Investments is current.

U.S. ECONOMIC DEVELOPMENT ADMINISTRATION GRANTS

EDA prefers to use HOTCOG as the grant administrator of all projects within the HOTCOG region. EDA helps fund the Economic planning division of HOTCOG. All EDA funding projects must support the HOTCOG regions CEDS (Comprehensive Economic Development Strategies). Dorothy Jackson administers all of the grants at this time. This includes help with applications and once grant has been award then all financial reports and special conditions are fielded through Dorothy Jackson and then submitted to EDA.

EDA is seeking new public works grants. Please contact Dorothy Jackson if you have a need that we can fit into the national objective of the EDA.

EDA is working on a rolling bases for the funds they receive. Even if funds are not available now they say to still submit applications and they will award eligible projects when they receive more funds. Make sure to contact me prior to sending in application!

Current EDA funding opportunities:

FISCAL YEAR 2020 PUBLIC WORKS AND ECONOMIC ADJUSTMENT ASSISTANCE PROGRAMS APPLICATION SUBMISSION AND PROGRAM REQUIREMENTS

The Economic Development Administration (EDA) has published the [FY 2020 Public Works and Economic Adjustment Assistance Programs Notice of Funding Opportunity \(PWEAA NOFO\)](#). EDA's Public Works and Economic Adjustment Assistance (EAA) programs provide economically distressed communities and regions with comprehensive and flexible resources to address a wide variety of economic needs. Projects funded by these programs will support work in Opportunity Zones and will support the mission of the Department by, among other things, leading to the creation and retention of jobs and increased private investment, advancing innovation, enhancing the manufacturing capacities of regions, providing workforce development opportunities, and growing ecosystems that attract foreign direct investment.

Through the PWEAA NOFO, EDA solicits applications from applicants in order to provide investments that support construction, non-construction, planning, technical assistance, and revolving loan fund projects under EDA's Public Works program and EAA programs (which includes Assistance to Coal Communities). Grants and cooperative agreements made under these programs are designed to leverage existing regional assets and support the implementation of economic development strategies that advance new ideas and creative approaches to advance economic prosperity in distressed communities, including those negatively impacted by changes to the coal economy.

Deadlines: There are no submission deadlines under this opportunity. Applications will be accepted on an ongoing basis until a new PWEAA NOFO is published, this PWEAA NOFO is cancelled, or all funds have been expended.

Note that this PWEAA NOFO supersedes the previously published Economic Development Assistance Program or "EDAP-2018" funding opportunity.

EDA Disaster funds awarded to HOTCOG in response to COVID-19

EDA opened up grant for Regional Council of Governments and Planning Commissions for extra funding in response to Covid-19. HOTEDD was awarded \$400,000.00 that covers next two years for this specific grant. Due to the fact that Covid-19 has totally changed the trajectory of the CEDS for all of the United States they understand the need for planning in regard to such disasters. The following is their scope of Work.

Scope of Work for EDA Economic Development Districts and EDA Indian Tribe Planning Grant Recipients

Under this EDA's CARES Act Recovery Assistance letter invitation for application, an EDA-designated Economic Development District (EDD) or an Indian Tribe that is a current EDA partnership planning grant recipient (Indian Tribe) may apply for funding under one or more of the following Scope of Work elements that has been pre-approved by EDA, based on past planning- and disaster-related grant awards: An EDA Award to an EDD or Indian Tribe shall support authorized activities to prevent, prepare for, and respond to the coronavirus (COVID-19) pandemic, or respond to economic injury as a result of coronavirus, and shall include one or more of the following pre-approved grant activities that shall focus on the geographic region within the EDD or Tribal territory:

1. Short-term and long-term economic development planning and coordination to develop or update a disaster recovery and resiliency economic development plan, focused on pandemic recovery and resiliency, consistent with the approved CEDS maintained by the recipient. Alternatively, rather than a separate plan, the CEDS itself can be updated to include a focus on pandemic recovery or resiliency based on the existing or anticipated COVID-19 impact, general needs, and capacities of the EDD or Indian Tribe;
2. Funding for one or more regional disaster economic recovery coordinators for a two-year period to serve the communities and local governments across the geographic region within the EDD or Tribal territory. Disaster recovery coordinators will also serve as a liaison in identifying potential resiliency, mitigation, and economic recovery projects in the disaster-impacted areas. Additional work elements of the position will include but not be limited to the following:
 - i. Implement economic recovery and resilience plans with the goal of rebuilding resilient and sustainable communities throughout the organization's region;
 - ii. Assist in local, state, and federally led coronavirus recovery planning efforts among the most highly impacted communities;
 - iii. Help identify economic development grant-eligible projects with state and federal resources for locally impacted communities to ensure these entities take full advantage of available funding opportunities;
 - iv. Identify and foster private and non-profit partnership opportunities;
 - v. Serve as a liaison between local, state, and federal partners in order to speed the recovery process through strategic technical assistance and local capacity augmentation for the highly impacted communities within the organization's jurisdiction; and
 - vi. Facilitate the implementation of locally generated disaster recovery economic development projects developed as part of the CEDS or CEDS-aligned economic recovery and resilience plan;

3. Technical Assistance and capacity building for member organizations, local businesses, and other local stakeholders impacted by coronavirus; and/or
4. Organizational capacity support for coronavirus response, including technology costs and personnel costs for staff members directly working on or supporting the work of the organization's coronavirus-related economic development response, including additional hiring as needed.

HOTEDD has received grant of \$400,000.00 for the next two year period to address needs within the stated above parameters. Retired Homeland Security Manager, Harold Ferguson, has agreed to work with Dorthy Jackson for the next two years on this project and has come on board as of July 1, 2020. Training, restructuring CEDS & HOTCOG website, and HOTCOG equipment is part of the plan.

Website development complete and the equipment for the board room is installed and at use. Now staff is evaluating the option to make training room available for instructors to hold in class instruction and same time do digital instruction. Staff is looking at different options for spending the remaining funds. Equipment for air purification and Covid tests are part of the planned expenditures.

Staff has received bids for adding panels and doors to some of our cubicles for the safety of the employees, and have selected vendor for the project. EDA said they would work with us on the timing of project due to timeline of product delays. The vendor has set us for last week of June into first week of July for the instillation of the new cubicles.

Training

Staff, Dorthy Jackson and Falen Bohannon attended SWREDA conference April 27th – April 29th, 2022 in Houston.

Dorthy Jackson attended training on May 6, 2022 for TxCDBG administration in Corpus Christi.

Dorthy Jackson attended Resiliency Recovery Workshop on May 10th, 2022 in Tyler.

COMMUNITY DEVELOPMENT

Staff is forwarding information to the community that comes down from Federal partners on upcoming grants.

Texas State offices are still working remotely.

Staff did presentation to the Hillsboro Lions Club on the use of HOTCOGs new website and showed the services those in attendance could review and pass on to those in need April.

Texas Department of Housing and Community Affairs (TDHCA)

Announced a second Notice of Funding Availability (NOFA) of \$3 million in Community Development Block Grant CARES Act (CDBG-CV) funds for cities, counties, local and regional nonprofits, and regional organizations to provide mortgage assistance through the Texas Emergency Mortgage Assistance Program (TEMAP) to areas not currently covered under the initial TEMAP NOFA earlier this year.

The TEMAP program provides mortgage assistance to homeowners at or below 80% of the Area Medium Income who have been economically impacted by COVID-19 to help provide housing stability during the

pandemic. The program can pay up to six consecutive months of an eligible household’s mortgage payments, including mortgage arrears, with at least one of those months covering a month of future mortgage. The maximum assistance to homeowners must be at or below 150% of the [Small Area Fair Market Rent](#) or 150% of the [Fair Market Rent](#) – whichever is applicable. For areas where no Small Area Fair Market rent is available, Fair Market Rent must be used.

Through the initial TEMAP NOFA mortgage assistance is available to Texas homeowners in 223 Texas counties. This Round 2 TEMAP NOFA targets the remaining 31 Texas counties (see Table below) to ensure geographic distribution is achieved throughout the state and make assistance available to all COVID-19 impacted Texas homeowners struggling with their mortgage due to loss of job, reduced income, or increased living expenses. Eligible applicants are cities and counties in areas not having TEMAP coverage from the initial NOFA awards or local and regional nonprofits, including community action agencies and regional organizations such as councils of governments, willing to serve areas not covered.

Target County Areas

Bosque	Brazos	Brewster	Burleson	Culberson
El Paso	Falls	Fannin	Fayette	Freestone
Grayson	Grimes	Hamilton	Hill	Hudspeth
Jeff Davis	Limestone	Llano	Lee	Leon
Lubbock	Madison	Mason	McLennan	Milam
Mills	Presidio	Robertson	San Saba	Travis
Washington				

HOTCOG applied for all 6 Counties to make sure that there was coverage for everyone in the Region. The EOAC applied also to cover McLennan County and Lazarus House Initiative applied for Limestone County. Following chart is the allocations that is recommended by TDHCA.

Economic Opportunities Advancement Corporation	McLennan County	67	\$ 300,000.00
Heart of Texas Council of Governments	Counties of Hill, Bosque, Falls, and Limestone	63	\$ 200,000.00
Alliance of Border Collaboratives	City of El Paso and west El Paso County including all the cities of Anthony, TX, Vinton, TX and Canutillo, TX.	61	\$ 500,000.00
Travis County	Travis County (Excluding the City of Austin)	60	\$ 415,000.00
Lazarus House Initiative	Freestone County	60	\$ 85,000.00
Hudson County Latino Foundation	Counties of Brazos, Falls, Limestone, and McLennan	56	\$ -

Staff is taking applications for the TMAP program. Currently we have approved 7 applications and are working on 1 more. We need more applications to come through. **We have approximately \$100,000 left to spend. Our contract has been extended to June. We will not accept any applications after May 31, 2022**

TDHCA amended contract to allow for services to be provided to McLennan County because EOAC had expended all their funds and there is still need within McLennan County. Staff is working with EOAC and Habitat for Humanity on getting help to people in need within McLennan County.

TDA (Texas Department of Agriculture)

Dorothy Jackson attended the USC scoring meeting in Corpus Christi with our USC member Megan Henderson of the City of Hillsboro. This meeting set the states scoring measurements for the 2023-2024 TxCDBG funding cycle.

TECHNICAL ASSISTANCE

Community and economic development technical assistance was provided to:

- City of Lorena for Mundo and Ass.
- Fairfield EDC
- TSTC
- City of Meridian
- City of Mexia
- Freestone County
- Hill County
- City of Hillsboro
- NORTEX Planning Commission

Falen Bohannon at the request of NORTEX planning commission helped their new planner with solid waste scoring committee. They have lost several key personnel and needed some guidance. Dorthy Jackson is also helping their planner with EDA reports at the request of EDA.

Solid Waste

The SWAC meet in on July 22, 2021 and determined that the next Biennium will be split with COG managed projects in FY 22 and Implementation projects starting in FY 23. The 2022/2023 biennium will begin October 1st with new funding opportunities for all 6 counties in the HOTCOG region. The City of Gholson was able to conduct a very successful community collection event that involved both roll-off dumpsters and tire trailers. The City of Mart was also able to complete a community collection event. They were able to fill up several dumpsters and a tire trailer. Freestone County utilized 2 tire trailer for their event that started on March 11th. Falls, Bosque, Limestone and Hill still have projects that need to be completed. Hill County is next, with an event starting at the end of March or early April. HOTCOG is still trying to schedule events for Bosque, Falls, and Limestone.

Air Quality

Ramboll completed the final report to the end the FY 20/21 biennium. They have created a Scope of Work to be turned into TCEQ for the new biennium. After TCEQ reviews and accepts the SOW, Ramboll will continue working with HOTCOG to conduct further studies to keep our region in compliance with the ozone standards.