

The mission of the City Development Corporation of El Campo is to promote economic development and growth in El Campo while protecting the unique quality of life that exists in the community.

REGULAR MEETING CITY DEVELOPMENT CORPORATION OF EL CAMPO ~ JULY 27, 2020 MINUTES

1. President Kinnan Stockton called the July 27, 2020 Regular Meeting of the CDC Board of Directors to order at 2:01 pm.
2. David Allgayer led the Pledge of Allegiance.
3. Kinnan Stockton recognized retiring Board Member David Allgayer and thanked him for bringing inspiration, strength and a very helpful knowledge of Wharton County to the table during his time on the CDC Board.
4. Kinnan Stockton formally welcomed Gary Raybon, with Wharton County Electric Co-op, to the CDC Board of Directors, thanking him for his willingness to serve on the Board.
5. Board Members present were Kinnan Stockton, Cuatro Strack, Larry Russell, Tommy Hitzfeld, Gary Raybon and David Allgayer. Kinnan Stockton confirmed the presence of a Quorum. Executive Director Carolyn Gibson, City Manager Courtney Sladek, and Auditor Todd Pruitt were also present. Guest Martin Villa attended the meeting remotely.
6. Public Comments:
Due to the COVID-19, "Coronavirus Disease 2019", recommendations from the Center for Disease Control and Prevention (CDC) and Texas Governor Greg Abbott's Executive Orders, the City Development Corporation of El Campo allowed call-in meeting access to those not physically present at the Board meeting. To attend the audible meeting, attendees were invited to dial **(515) 606-5427** and enter passcode **676379**. All participants were muted upon entry. Any participant with CDC-related business, not on the agenda, was given the opportunity to speak during Public Comment. There were none.
Texas Open Meeting Act (TOMA) Sec. 551.007, Public Testimony, was temporarily suspended on March 16, 2020, by the Texas Office of the Attorney General, until further notice. The general public was not allowed to address the CDC Board during discussion of specific agenda items.
7. Cuatro Strack moved to approve the Minutes of the Regular Meeting June 15, 2020, as presented. Motion was seconded by Tommy Hitzfeld and passed unanimously.
8. Carolyn Gibson reviewed the CDC Financial Reports and Investments Report. She reported the cause of the overage in the TMRS account had been identified and would be corrected prior to the next meeting. No action was necessary. The draft CDC Budget for Fiscal Year Ending September 30, 2021 was presented to the Board. Line item amounts were reviewed for revenues and expenses. It was noted any projects not funded within 6 months of approval need to request an extension from the Board or reapply. Staff will contact those project principals. It was also noted the Board wished to assist local businesses who were impacted by the Covid Pandemic. Discussion followed regarding the CDC's ability to legally assist businesses, cooperative advertising ideas, and providing protective equipment. Staff will explore ways to assist businesses within the Type A statutes. No action was taken, and the proposed FY2021 budget will be revisited at August Board meeting.

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9. Carolyn Gibson reviewed the CDC Accounts Payable Register and Sales Tax reports. She pointed out the 13.75% increase in Sales Tax received by the CDC in July and discussed the top 10 Sales Tax rankings for El Campo. The top 30 companies accounted for 56.5% of Sales Tax collections for the fiscal year-to-date.
10. Todd Pruitt, with Pattillo, Brown and Hill, presented the 2018-2019 Fiscal Year CDC Audit. Sales Tax totals were compared with the report given to the Board monthly and were not matching. Carolyn Gibson pointed out this was due to Sales Tax being audited on an accrual basis, due to proceeds were received by the CDC two months after collections. Courtney Sladek agreed the numbers looked different and will review the City's numbers too. Kinnan Stockton asked Todd Pruitt to review the Sales Tax numbers and bring the audit back for approval by the Board at the August meeting. No action was taken.
11. Carolyn Gibson presented information on the CDC Personnel Policy in effect giving CDC employees Bereavement Leave and asked for clarification from the Board. The City's policy does not have Bereavement Leave., it is made up for in personal and sick leave accrual numbers. Courtney Sladek reported the City's accrual hours for person and sick leave were higher than the CDC's and this made up for no Bereavement t. Larry Russell moved to clarify bereavement leave was available for CDC employees. Tommy Hitzfeld seconded the motion, which passed unanimously. The CDC Personnel Policy will be brought back to the Board when an update has been completed.
12. There was no Closed Session.
13. There was no action to be taken due to no Closed Session.
14. Carolyn Gibson's Director's Report was included in the packets, including a thank-you note from Beverly Supak for the flowers for her Father's passing, unemployment and workforce, Shop Local effect, Payroll Protection Program report for El Campo and Wharton County, and report on CDC social media interaction.
15. The next Board of Directors meeting is scheduled for Monday, August 17, 2020 at 2 pm.
16. Tommy Hitzfeld moved to adjourn the meeting. Motion was seconded by Cuatro Strack. Kinnan Stockton adjourned the meeting at 3:45 pm.