

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

**Northside Education Center
707 Fahrenthold, Room 110
El Campo, Texas 77437**

AUGUST 17, 2020

2:00 PM

MINUTES

1. President Kinnan Stockton called the meeting to order at 2:02pm.
2. Kinnan Stockton led the Pledge of Allegiance and Carolyn Gibson led the prayer.
3. Kinnan Stockton notes the presence of a Quorum. Present were Kinnan Stockton, Cuatro Strack, Tommy Hitzfeld and Gary Raybon. Larry Russell was absent. Also present were Executive Director Carolyn Gibson, City Manager Courtney Sladek, City Finance Director Brittini Staff and Betty Russo with the Governor's Office.
4. Public Comments: Betty Russo, representing Governor Abbott's Office, introduced herself to the Board and joined us for the entire meeting.
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.
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.
5. Tommy Hitzfeld move to approve the Minutes of the Regular Meeting July 27, 2020 as presented. Cuatro Strack seconded the motion, which passed unanimously.
6. Carolyn Gibson reviewed the Financial Reports and Investments Report with the Board. There was no action necessary.
7. Carolyn Gibson reviewed the Accounts Payable Register and Sales Tax Reports. There was no action necessary. Brittini Nanson arrived during this discussion.
8. Tommy Hitzfeld moved to table review of the 2018-2019 Fiscal Year CDC Audit by Todd Pruitt, Pattillo, Brown and Hill due to no update from auditor on Sales Tax questions from previous meetings. Gary Raybon seconded the motion which passed unanimously.

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9. Carolyn Gibson presented the draft CDC Budget for Fiscal Year Ending September 30, 2021. After discussion Gary Raybon move to adopt the budget as presented. Tommy Hitzfeld seconded the motion which passed unanimously. Note: Per statute and CDC By-Laws, the budget will now go to City Council for their approval.

10. Nomination and Election of Officers for President, Vice-President and Secretary/Treasurer of CDC Board of Directors: Tommy Hitzfeld nominated Kinnan Stockton as President of the CDC. The nomination was seconded by Gary Raybon, as there were no additional nominations, this nomination passed unanimously. Tommy Hitzfeld nominated Cuatro Strack as Vice President of the CDC. Nomination was seconded by Gary Raybon, as there were no additional nominations, this nomination passed unanimously. Tommy Hitzfeld nominated Larry Russell as Secretary/Treasurer of the CDC. Nomination was seconded by Gary Raybon, as there were no additional nominations, this nomination passed unanimously. Therefore the CDC Officers for 2020-2021 are President- Kinnan Stockton, Vice President- Cuatro Strack, Secretary/Treasurer- Larry Russell.

11. Gary Raybon moved to approve the Resolution Designating Authorized Signers for CDC Bank and Investment Accounts as President Kinnan Stockton, Vice President Cuatro Strack and Secretary/Treasurer Larry Russell. Tommy Hitzfeld seconded the motion, which passed unanimously.

12. Kinnan Stockton adjourned the Regular Meeting at 2:46pm to hold Closed Session to:
 - a. Discuss and deliberate: economic development negotiations as authorized by Section 551.087, consultation with attorney as authorized by Section 551.071, and real estate negotiations as authorized by Section 551.072 of the Texas Government Code regarding the following:
 1. Project Gift Update
 2. Aquafit Update
 3. Project Patriot
 4. Jackson Street Icehouse Project
 5. Snap Fitness Project- Extension Request
 6. Project Fair- Extension Request
 7. Project Coat
 8. Project SWIG Update
 9. Project Crash

13. Kinnan Stockton reconvened the Regular Meeting to Consider Any Action To Be Taken From Executive Session at 3:30pm and called for motions.
 - a. Cuatro Strack moved to approve a Site Improvement Grant of 10%, up to a maximum of \$10,000 for Project Patriot, Ryan Services. Gary Raybon seconded the motion which passed unanimously.
 - b. Tommy Hitzfeld moved to withdraw the Site Improvement Grant approval for the Jackson Street Icehouse Project and reconsider it in the future. Cuatro Strack seconded the motion which passed unanimously.

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- c. Gary Raybon moved for approval of a 6 month extension request from Snap Fitness. Tommy Hitzfeld seconded the motion which passed unanimously.
 - d. Cuatro Strack moved for approval of a 6 month extension request from Project Fair, with previous parameter of infrastructure grant in place. Tommy Hitzfeld seconded the motion which passed unanimously.
 - e. Tommy Hitzfeld moved to withdraw the Job Creation Incentive Grant approval for Project Coat and reconsider it in the future. Cuatro Strack seconded the motion which passed unanimously.
 - f. Cuatro Strack moved to increase the Job Creation Incentive for Project Crash, Gene's Wrecker to a maximum of \$75,000. Tommy Hitzfeld seconded the motion which passed unanimously.
14. Carolyn Gibson presented the Director's Report with information on: ARCIT advertising opportunities for local businesses and ARCIT Virtual Speaker Series, Main Street Lending Program & EIDL, Houston Industrial Market Snapshot, 100 Club of Wharton, letter of support for EC Chamber for a grant application, First State Bank's invitation to Profit Mastery Course, advertising plans with Leader-News for thank you to local banks, co-op advertising dollars for local businesses, to there was no action necessary.
15. The next Board of Directors Meeting will be Monday, September 21, 2020 at 2pm.
16. Tommy Hitzfeld moved to adjourn the meeting. Cuatro Strack seconded the motion. Kinnan Stockton adjourned the meeting at 3:48pm.