

CITY DEVELOPMENT CORPORATION OF EL CAMPO

Regular Meeting

April 18, 2016

Board Members present: Kinnan Stockton, David Allgayer, Wesley Lange, Larry Russell, John Hancock.

Staff Present: Carolyn Gibson, Executive Director.

Others Present: Mindi Snyder, City Manager; Trista Lauritsen, Circle L Media.

Kinnan Stockton called the Meeting to order at 3:00 PM.

Kinnan Stockton took role of Directors and noted a QUORUM.

Wesley Lange led the Pledge of Allegiance.

Item #4. Public Comments:

At this time, any person with City Development Corporation-related business, not scheduled on the agenda, may speak to the CDC Board. In compliance with the Texas Open Meetings Act, the CDC Board is limited to making a statement of specific factual information in response to the inquiry, or reciting existing policy, but may not discuss, deliberate, or take any action on any item. The issue may be placed on a future agenda for consideration.

Item #5. Review and consider approval of minutes of the Regular Meeting of March 21, 2016, and Special Called Meeting of March 11, 2016. MOTION by Larry Russell to approve the minutes of the Regular Meeting of March 21, 2016, and the Special Called Meeting of March 11, 2016, seconded by David Allgayer. MOTION passed unanimously.

Move to Item 11, topic e – Website update. Trista Lauritsen gave a presentation on the changes and updates to the City Development Corporation website, elcampoeco.org, and took suggestions from the Board. No action taken.

Ronny Collins, attorney, joined the Regular session.

Item #6. Review financial report, and take any necessary action.

- a. Review of March finances – in the absence of Courtney Sladek, Mindi Snyder was present to review the finances. The Board requested to have Account Detail YTD reports at each meeting beginning in May. The Board also requested that the TMRS amounts stated be reviewed and a report made in May.
- b. Investment Policy annual review. As a CDAR will mature in May, the board requested local interest rates and terms for jumbo CD's in order to re-invest. MOTION by John Hancock to adopt the Investment Policy for FY 2016-2017, seconded by Wesley Lange. MOTION passed unanimously.

Item #7. Review and consider Revitalization Grant Program and take any necessary action.

a. Revitalization Program Committee Report. The Program was outlined for Board action as follows:

- The CDC of El Campo's Revitalization Grant Program is a good way to support economic growth and development in the community.
- The program will be renamed "CDC Revitalization Grant Program".
- Annually budgeted for \$100,000.00 beginning 2016-17 Fiscal Year.
- When budgeted funds are spent that is the end of the program until the next fiscal year begins. The CDC's next fiscal year begins October 1, 2016.
- No grants will be awarded for less than \$500.00.
- If approved, grants will be for 10% of the project, up to a maximum amount of \$10,000.00.
 - *This includes those applications received during suspension of programs.*
- Not targeted for just downtown, but all businesses in El Campo.
- Board consideration & action is necessary for all applications.
- Building/property owners are limited to one grant per building/site, based on Wharton County Appraisal District owner information.
- No grants will be considered for work that has already been started, in progress, or completed.
 - *This rule will be waived for applications for project funding received during suspension of program.*

MOTION by Larry Russell to accept the changes made to the Revitalization Grant Program detail, seconded by Wesley Lange. MOTION passed unanimously.

b. Grant applications. Applications will be considered at the May CDC Board meeting. No action taken.

Item #8. Review and consider Meisel Industrial Complex Covenants and Restrictions, and take any necessary action. Regarding the additional 22.5 acres acquired by the CDC in July of 2015, the Board directed Staff to research examples of other industrial parks' covenants and restrictions, and distribute the findings by email before the next Board meeting of May 16, 2016. At that time, a committee will be formed to study the examples and make recommendations for the new property. No action taken.

John Hancock exited the Open Session.

Kinnan Stockton adjourned the Regular Meeting into Closed Session at 4:37 PM.

Meeting reconvened into Open Session at 5:12 PM.

Item #11. Receive and consider Director's and Eco.Dev.Spec.reports, and take any necessary action.

- a. Review and consider lease agreement with Northside Education Center and take any necessary action. No action taken.
- b. Review and consider monthly automatic draft payment from checking for CDC Visa account, and take any necessary action. Staff will set up automatic draft payments after the \$2,902.60 credit has been posted to the account.
- c. CDC-hosted events: Realtor Luncheon, Workforce Funds, USDA Housing. No action taken.
- d. Budget Calendar. Carolyn Gibson presented a timeline for creation of the FY 2016-2017 Budget. No action taken.

Kinnan Stockton adjourned the Regular Meeting at 5:18 PM.