

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 MINUTES~ CITY DEVELOPMENT CORPORATION OF EL CAMPO

AUGUST 25, 2025

2:00PM

A meeting of the Board of Directors of the City Development Corporation (CDC) of El Campo, Texas was held at the **Northside Education Center, 707 Fahrenthold, in Room 105**, within said City, at **2:00PM** on **Monday, August 25, 2025.**

The purpose of the meeting was to review and consider taking official action on the following items:

1. Cuatro Strack called the Regular CDC Meeting to order at 2:02PM.
2. Anthony Garcia led the Pledge of Allegiance and Cuatro Strack led the Prayer.
3. Cuatro Strack confirmed the presence of a quorum of CDC Board Members. Present were Cuatro Strack, Gary Raybon, Tommy Hitzfeld, Anthony Garcia and Brian Hodges. Also present were Executive Director Carolyn Gibson, City Manager Courtney Sladek, and Mayor Eugene Bustamante. Jon Watson joined the meeting via Teams to present the audit.
4. Cuatro Strack opened the Public Hearing for the CDC Budget for Fiscal Year 2025-2026 at 2:03PM.
5. As there were no speakers present, Cuatro Strack closed the Public Hearing for the CDC Budget for Fiscal Year 2025-2026 at 2:04PM.
6. Public Comments: There were none.
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. The CDC Board may not discuss, deliberate, or take any action on any item not on this agenda. The issue may be placed on a future agenda for consideration.
7. The Board received a presentation of CDC's 2023-2024 Fiscal Year Audit by Jon Watson via Teams. Mr. Watson stated the CDC received an unmodified opinion on the audit. Carolyn Gibson questioned the Adjusting Journal Entries changing the amount of several bank accounts from the amounts reported by the CDC. Mr. Watson will research and get back with staff on the questions.
8. Tommy Hitzfeld made a motion to accept the CDC's 2023-2024 FY Audit, with corrections to interest amounts as discussed. Anthony Garcia seconded the motion, which passed unanimously.
9. Gary Raybon moved to approve the Minutes of the Regular Meeting July 28, 2025 as presented. Brian Hodges seconded the motion, which passed unanimously.
10. Carolyn Gibson reviewed the CDC Financial Reports and Investment Report for July 2025 with the Board. The Board suggested the CDC request "Positive Pay" service on the CDC's checking account. Staff will work with First State Bank to get this service started.
11. Carolyn Gibson reviewed the Sales Tax Reports for July 2025, sharing with the City, revenues were expected to be down slightly for the year.
12. Carolyn Gibson went over the changes to the CDC Budget for Fiscal Year 2025-2026, stating that insurance numbers were not expected until the end of August.
13. Consideration of the CDC Budget for Fiscal Year 2025-2026 was tabled until the next meeting, September 22, 2025.

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14. Carolyn Gibson presented information on the engagement of City of El Campo's Auditor- Singleton, Clark & Company PC. Gary Raybon moved to approve Singleton, Clark & Company PC as the CDC's auditor, and authorize the Executive Director to sign the engagement letter. Anthony Garcia seconded the motion, which passed unanimously.
15. Cuatro Strack adjourned the Regular Meeting at 3:15PM to Hold Closed Session to: Discuss and deliberate: economic development negotiations as authorized by Section 551.087, consultation with attorney as authorized by Section 551.071, real estate negotiations as authorized by Section 551.072, and deliberations about officers and employees of the governmental body as authorized by Section 551.074 of the Texas Government Code regarding the following:
 1. Deliberation Regarding Economic Development Negotiations As Authorized By Section 551.087:
 - A. Project Grow- Infrastructure Construction Incentive
 - B. Project Mechanic- Infrastructure Construction Incentive
 - C. Project Main- Infrastructure Construction Incentive
 - D. Project Family- Infrastructure Construction Incentive
 - E. Project Strong- Economic Development Incentive
16. Cuatro Strack reconvened into Open Session at 3:58PM and called for any action to be taken from Closed Session.
 - A. Brian Hodges moved to approve an infrastructure grant of \$100,000, and a job creation incentive of \$100,000 for 12 additional full time employee equivalents after 1 year, for Project Grow. Gary Raybon seconded the motion, which passed unanimously.
 - B. Gary Raybon moved to pay 100% of the project cost for Project Mechanic of \$228,594.45. Anthony Garcia seconded the motion, which passed unanimously.
17. Carolyn Gibson reported on CDC office activities with the CDC Notes for August 2025, City Council's pending approval of the Northside A/V funding that evening, the ECISD academic calendar for the 2025-2026 school year, the August Alliance for I-69 newsletter, CDC letter of support for WCJC's application for a TRUE grant, and SETH Finance Corporation news.
18. The next Regular Board of Directors Meeting is scheduled for Monday, September 22, 2025 at 2:00PM.
19. There being no further business, Cuatro Strack adjourned the meeting at 4:08PM.

Carolyn Gibson

Carolyn Gibson, Executive Director/Recording Secretary