

CITY DEVELOPMENT CORPORATION OF EL CAMPO
REGULAR MEETING
January 26, 2009

Board Members Present: Randy Collins, Gwen Willis, Bobby Perez, Alan Heskamp

Board Members Absent: Donald Naiser

Staff Present: Chandra Spenrath, Executive Director; Jessica Thane, Executive Assistant

CDC Attorney: Ronny Collins

Others: Kyle Smith, University of Houston Coastal Plains Small Business Development Center; Becca Socha, El Campo Chamber of Commerce; Jeff Stogner, Baker, Stogner & Associates.

1. President Willis called the Meeting to order and noted a QUORUM at 4:10 pm.
2. The minutes from the Regular Meeting of December 15, 2008 were in the Board Book for approval.

Randy Collins made the MOTION to approve the minutes of the Regular Meeting held on December 15, 2008 as presented. Alan Heskamp Seconded the Motion and it passed unanimously.

3. The bills and Financial reports for the month of December were reviewed.
4. Jeff Stogner with Baker, Stogner & Associates presented the Fiscal Year 2007-2008 Audit.

Jeff reported that for the Fiscal Year 2007-2008 the CDC received an unqualified opinion, which is the highest form of assurance that an independent CPA can show on financial statements. Jeff reviewed the Audit with the Board of Directors.

MOTION was made by Bobby Perez and Seconded by Alan Heskamp to approve the Fiscal Year 2007-2008 Audit. The Motion passed unanimously.

Executive Director Chandra Spenrath stated that she would schedule to present the Audit to Council on February 9th.

President Willis moved to Agenda Item #7 Receive Staff Report and Update.

5. Executive Director Chandra Spenrath gave a Staff Report and Update on :
 - A. Ad for Experience El Campo
 - B. Rice Belt building repairs
 - C. Cardell Incentive Check
 - D. BREPS
 - E. KCS Rail Update
 - F. 2009 Job Fair

- G. Workforce Development Update
 - a. Alternative School Project
 - b. Career And Technology Education committee
 - c. GED/Computer class
 - d. QuickBooks Class
 - e. Excel Class
 - f. Photoshop Class
 - g. InDesign Class
 - h. OSHA Class
 - i. SkillPath “The Essentials of Excellent Customer Service” seminar
- H. Meetings/Functions Attended
 - a. Chamber Meeting
 - b. Chamber Annual Banquet
 - c. Northside Education Center
 - d. Wharton Chamber/Customer Service Seminar
 - e. Rotary
 - f. City Council/4A-4B Presentation
 - g. 4A-4B Committee meeting
 - h. CDC Goals Committee meeting
 - i. 12 at 12 committee meeting

President Willis moved back to Agenda item #6 University of Houston Small Business Development Center Activity Report and Update.

- 6. Kyle Smith, Director of the University of Houston Coastal Plains Small Business Development Center gave an Activity Report and Update.
- 7. President Gwen Willis opened EXECUTIVE SESSION at 4:44 PM to:
 - A. Discuss and deliberate economic development negotiations, as authorized by TEX. GOV’T CODE ANN. 551.087, regarding:
 - a. Project Diamond
 - b. Project Destination
 - c. Project Chip
 - d. Project Tank
 - e. Project Sand
 - f. Project Link
- 8. OPEN SESSION reconvened at 5:19 pm.
 - A. Action taken regarding economic development negotiations: NONE TAKEN.
- 9. President Willis Adjourned the meeting at 5:20 pm.