

CITY DEVELOPMENT CORPORATION OF EL CAMPO
REGULAR MEETING
September 19, 2011

Board Members Present: Alan Heskamp, Wesley Lange, Randy Collins, David Allgayer, Kinnan Stockton

Board Members Absent: none

Staff Present: Chandra Spenrath, Executive Director; Brittanie O'Connor, Executive Assistant

Others Present: Kyle Smith, University of Houston Coastal Plains Small Business Development Center; Chris Barbee, El Campo Community Services Director; Ronny Collins; Duckett, Bouligny, & Collins Law Firm

1. President Heskamp called the Meeting to order at 3:00 pm.
2. President Heskamp took roll of Directors and noted a QUORUM.
3. The minutes from the Regular Meeting of August 15, 2011 were in the Board Book for approval.

MOTION to approve the minutes of the Regular Meeting of August 15, 2011 as presented was made by Wesley Lange and Seconded by David Allgayer. The MOTION passed unanimously.

4. The minutes from the Special Called Meeting of August 26, 2011 were in the Board Book for approval.

MOTION to approve the minutes of the Special Called Meeting of August 26, 2011 as presented was made by Randy Collins and Seconded by David Allgayer. The MOTION passed unanimously.

5. Bills and financial reports were reviewed by board.

Wesley Lange noted that if/when another entity takes over the Blue Creek Building, that entity will be responsible for any additional major roof repairs. Executive Director Spenrath and President Heskamp agreed.

6. Chris Barbee gave update on Westloop Community Park.

A map of the park was presented. Westloop Park Committee has met twice. Many ideas were given at the first meeting. Architects from RWS used ideas along with the available land to plan the layout of the park, with a rough estimate of \$5,000,000. This map was presented at the second committee meeting. The park will be completed in three phases.

Randy Collins expressed concern about growth in the future, and whether or not there will be extra land available if that growth requires extra little league fields. Chris Barbee let the board know that only 50 acres of land were requested, but there may be extra land

available. Kinnan Stockton asked about the size of the fish pond. Chris Barbee estimated the pond to be approximately 2.5 acres and 6 feet deep. Wesley Lange asked about the size of Friendship Park. Chris Barbee estimated the park to be approximately 27 acres.

Chris Barbee met recently with the high school softball and baseball coaches, as well as Superintendent Mark Pool to discuss the layout of the park. Head baseball coach Korenek noted that he would not need the practice baseball field, as there are practice fields at the high school already.

Randy Collins expressed concerns about the parking available, and the accessibility to the different fields.

President Heskamp asked if there was enough easement to connect the bike trail to Business 59 and the West Loop.

The Westloop Community Park Committee will meet again on October 4, 2011 at 5:30.

7. Board members opened executive session at 3:15 PM:
 - A. Discuss personnel matters, as authorized by Section 551.074 of the Texas Government Code, regarding executive director.
 - a. Executive Director Performance Review
 - B. Discuss and deliberate economic development, as authorized by Section 551.087 of the Texas Government Code, regarding Leedo Manufacturing, LP.
8. Open Session reconvened at 5:07 PM:
 - A. Take action, if necessary, regarding Executive Director:

President Heskamp made a MOTION to increase the executive director's salary by 2% annually, effective 1 October 2011. Kinnan Stockton seconded the MOTION. Motion passed 3-2.
 - B. Take action, if necessary, regarding Leedo Manufacturing, LP:

None
9. Possible adoption and approval of FY 2011-2012 Budget.

President Heskamp presented the budget to board members, explaining changes, and asked for any questions.

President Heskamp asked Executive Director Spenrath to change the Executive Director salary to reflect a 2% raise.

Randy Collins asked if the sales tax revenues are based off FY 2010-2011. Executive Director Spenrath responded that the figure was given by the city, a conservative figure.

President Heskamp explained tuition reimbursement, and presented CDC policy from the manual.

President Heskamp noted the differences in marketing figures, and asked Executive Director Spenrath to explain. Executive Director Spenrath explained the allocated funds. President Heskamp noted that part of these funds will be used for community promotion in anticipation of promoting our community as a good place to live and work.

Randy Collins asked about the billboard campaign with the Chamber. Executive Director Spenrath noted that the Chamber allotted the billboard refurbishing expenditure in their hotel/motel tax.

Randy Collins expressed concern about the Meisel Industrial Park signage. Executive Director Spenrath informed the board of previous quotes for approximately \$3,000. As soon as the board approves and gives direction for the signage, the CDC will be able to move ahead with replacing the sign.

Discussion about the Revitalization Project: The funds allocated were in anticipation of a fall and spring campaign. Randy Collins suggested that the project start up again in January, because the holidays will be coming up and the project wouldn't be taken advantage of by many businesses. Executive Director Spenrath asked if the budget should be changed to reflect this. Kinnan Stockton suggested that the amount allocated stay the same, and revisit the issue in January, with the possibility of utilizing all funds during the January campaign.

Executive Director Spenrath noted that New ICM has been taken out of the budget.

President Heskamp noted that the Cardell line item will also be changing as there are new tenants to be occupying the building soon.

President Heskamp explained the 5% reserve fund.

Wesley Lange made a MOTION to approve the FY 2011-2012 budget as presented. Kinnan Stockton Seconded the MOTION, and it passed unanimously.

10. Allan Heskamp adjourned the meeting at 5:23 PM.