

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

Northside Education Center  
707 Fahrenthold, Room 105  
El Campo, Texas 77437

The Board of Directors of the City Development Corporation (CDC) of El Campo, Texas met at the **Northside Education Center, 707 Fahrenthold, in Room 105** within said City, at **2:00PM** on **Monday, November 18, 2024**. The purpose of the meeting was to review and consider taking official action on the following agenda items.

1. Gary Raybon called the Regular CDC Meeting to order at 2:00PM.
2. Brian Hodges led the Pledge of Allegiance and Gary Raybon led the prayer.
3. Gary Raybon confirmed the presence of a quorum of the Board. Board members present were Gary Raybon, Tommy Hitzfeld, Anthony Garcia and Brian Hodges. Cuatro Strack was unable to attend the meeting. Also present were Executive Director Carolyn Gibson, City Manager Courtney Sladek, Deputy City Manager Rene Garcia, and Chamber Director Kelly Balthrop.
4. 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.*
5. Tommy Hitzfeld moved to approve the Minutes of the Regular Meeting September 23, 2024 as presented. Anthony Garcia seconded the motion, which passed unanimously.
6. Carolyn Gibson reviewed the CDC Financial Reports for September 2024 with the Board. She then reviewed the Mastercard statement, First State Bank checking account reconciliation, checking account register, and September 2024 investment report, noting all accounts were within budget. No action was necessary.  
\*Mayor Eugene Bustamante arrived at 2:03PM.
7. Anthony Garcia moved to table consideration of any budget amendments for CDC Fiscal Year Ending September 30, 2024. Brian Hodges seconded the motion, which passed unanimously.
8. Carolyn Gibson reviewed the Sales Tax Reports for September and October 2024 with the Board. No action was necessary.
9. Carolyn Gibson discussed the need for off-site storage for CDC files requiring retention and CDC equipment. The Board agreed and staff will move forward with procuring a storage room.

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10. Carolyn Gibson asked for Board consensus and support of submitting for a 2025 Governor's Small Business Summit in El Campo. The Board was in agreement, she will submit El Campo as a location for one of the 2025 Summits.
11. Carolyn Gibson discussed the Board hosting a holiday reception with City Council and other local stakeholders. She will get with City and Chamber to check availability.  
\*City Manager Courtney Sladek left the meeting at 2:45PM.
12. Anthony Garcia moved to adjourn the Regular Meeting to Hold Closed Session. Tommy Hitzfeld seconded the motion. Gary Raybon adjourned the Regular Meeting at 2:53PM 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 Fancy- Report on Economic Development Incentive
    - B. Project Smoke- Economic Development Incentive
    - C. Project Fun- Economic Development Incentive
    - D. Project Care- Economic Development Incentive
    - E. Project Happy- Economic Development Incentive
    - F. Project Ryan- Economic Development Incentive
    - G. Project Shock- Report on Economic Development Incentive
    - H. Project Family- Report on Economic Development Incentive
    - I. Report on Projects Grow, Simple, Boom, and Euro: Economic Development Incentives
  2. Deliberation Regarding the Purchase, Exchange, Lease or Value of Real Property as Authorized By Section 551.087
    - A. Real Estate Negotiations- CDC's Higbee Property
13. Gary Raybon reconvened into Open Session and called for any action to be taken from Closed Session at 3:43PM.
  - A. Anthony Garcia moved to approve a Site Improvement Grant of 10%, up to \$50,000 for Project Happy, upon receipt of completed application. Brian Hodges seconded the motion, which passed unanimously.
14. Carolyn Gibson presented the Director's Report on CDC Office Activities. No action was taken.
15. The next Regular Board of Directors Meeting will be Monday, December 23, 2024 at 2:00PM, if needed. Gary Raybon is not available between December 18-20.
16. With no further business to conduct, Anthony Garcia moved to adjourn the meeting. Brian Hodges seconded the motion, and Gary Raybon adjourned the Regular Meeting at 3:45PM.

*Carolyn Gibson*

Carolyn Gibson, Recording Secretary