

CITY DEVELOPMENT CORPORATION OF EL CAMPO
REGULAR MEETING
March 21, 2011

Board Members Present: Randy Collins, Gwen Willis, Wesley Lange, David Allgayer, Alan Heskamp

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

CDC Attorney: Ronny Collins, Duckett, Bouligny & Collins

Ex-Officios Present: Mindi Snyder, El Campo City Manager;

Others Present: Kyle Smith, University of Houston Coastal Plains Small Business Development Center; Chris Barbee, El Campo Community Services Director; Timmy Drapela

1. President Willis called the Meeting to order and noted a QUORUM at 3:00 pm.
2. The minutes from the Regular Meeting of February 21, 2011 were in the Board Book for approval.

Alan Heskamp made the MOTION to approve the minutes of the Regular Meeting of February 21, 2011 as presented. The Motion was Seconded by David Allgayer and passed unanimously.

3. The bills and financial reports for the month of February were reviewed.
4. Receive and discuss report and funding request from University of Houston Coastal Plains Small Business Development Center, take any necessary action.

Kyle Smith the Executive Director of the U of H Coastal Plains SBDC thanked the Board for their continued support. Mr. Smith gave a report on the previous year's activities including various training classes and business luncheons he assisted with facilitating. Mr. Smith presented the Board with a funding request for FY 2010-2011, requesting \$11,000, explaining that Congress funds the U of H SBDC on a "cash-match" basis. This funding request is an increase of \$500 in comparison with the previous funding requests. Mr. Smith stated that they hope to do additional marketing with the additional funding. Mr. Smith alternates his time between Bay City, Wharton and El Campo, spending at least one day a week in El Campo. He is available as needed on the other days. Executive Director Spenrath stated that he is a valuable asset to the CDC, assisting with many Projects that do not qualify for CDC assistance.

MOTION was made by Wesley Lange and Seconded by Alan Heskamp to continue support of the University of Houston Coastal Plains Small Business Development Center in the amount of \$11,000. The Motion passed unanimously.

5. Review and discuss the Investment Policy of the City Development Corporation, take any necessary action.

An amended Investment Policy was in the Board Book as recommended by the Investment

Committee for the review of the Board. Changes included removing section X. Diversification and Maturity Limitations, which does not fit the CDC's needs.

Wesley Lange made the MOTION to approve the Investment Policy with changes as distributed. The Motion was Seconded by Alan Heskamp and passed unanimously.

6. Update on Project Diamond/EC Little League, discuss and take any necessary action.

Executive Director Spenrath stated that the Michael Wall with the EC Little League had not provided an update prior to the Board Meeting.

Chris Barbee with the City of El Campo updated the Board, stating that negotiations are still underway with a landowner for approximately 50 acres on the West Loop. Mr. Barbee is expecting an appraisal of the property today. The City has hosted focus groups for research in development of the Parks Master Plan. There will be one more focus group held for anyone that was unable to attend a meeting, then there will be a survey distributed by internet, mail, and finally door to door to insure input is received from all areas of the community.

7. Review and discuss results of the Revitalization Campaign, consider extension and additional funding of the Campaign, take any necessary action.

Executive Director Spenrath reported that 11 total applications were received totaling \$6,749 in matching grants for business. 3 additional applications came in after the deadline of March 1. Executive Director Spenrath requested extending the deadline and including additional funding to the Campaign. Secretary/Treasurer pointed out that one of the potential applications fell outside the City limits, but is located on one of the main entryways into the City. The Board discussed expanding the Campaign to include the ETJ (extraterritorial jurisdiction) of the City of El Campo.

Randy Collins made the MOTION to extend the Revitalization Campaign to end May 1, 2011 at Midnight, funding with an additional \$3000 and expand the area to include the ETJ of the City of El Campo. The Motion was Seconded by Alan Heskamp and passed unanimously.

8. President Willis Adjourned the meeting at 3:34 pm.