



**VAN HORN TEXAS ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS MEETING**

**October 1, 2025**

**CALL SESSION TO ORDER.** *The meeting was called to order at 6:30 p.m. by Board President Jeff McCoy at the El Nido Office at 206 W 4<sup>th</sup> Street.*

**ROLL CALL**

Jeff McCoy -	<i>Present</i>
Jose Sanchez -	<i>Present</i>
Cody Davis -	<i>Present</i>
Rebecca L, Brewster -	<i>Present</i>
Mark Brewster	<i>Present</i>
Robert Segura -	<i>Absent</i>
Bob Kinford -	<i>Present</i>

Guests: Audrey Guthrie, Justice Santa Cruz

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**PUBLIC COMMENT: None**

**AGENDA ITEMS**

**1. Discuss and consider possible action on VHEDC Organization:**

- a. **Review of By-Laws.** *The original Bylaws from 1995 were distributed along with an updated version. There was no date nor signature on the updated Bylaws, so the Board could not determine their authenticity. Ms. Brewster will check with the City to see if they have a record of confirming the updated Bylaws in the last three years. She noted that a recent proposed update was denied by the Council.*
- b. **Review of 4-B EDCs.** *Information regarding the responsibilities of 4-B EDCs was presented.*
- c. **Corporate Records.** *Ms. Brewster noted that she had reviewed the past minutes that*

had been provided to her as well as the minutes in the shared drive. Based on the posted agendas, she has less than half of the minutes from October 2023 to date. Ms. Guthrie will check her records to see what minutes she has.

- d. **Committee Appointments/Assignment of Duties.** It was noted that the Board could have committees comprised of up to three members so that it would be less than a quorum. The following committees were established:

- *Records and Property Review:* Becky Brewster, Cody Davis, Mark Brewster
- *Event Calendars/Collections:* Cody Davis, Ricky Sanchez

The Board President can call upon Board members for additional committee appointments as the need arises.

- e. **Worksession to Review Files and Properties.** Jeff McCoy requested that the Records and Property Review Committee conduct the initial review. It was noted that this will be done toward the end of the month as the Brewsters have various commitments until the next meeting. Jeff McCoy requested that the Event Calendars/Collection Committee review the existing forms and guidelines for the El Nido and Mercado and make recommendations to the full board.

## 2. Discuss and consider possible action on Board Training:

It was noted that Board Members are required to have Open Government Training within 90 days of taking office. The Texas Economic Development Council (TEDC) offers this as a component of their 6-hour Sales Tax Training. Several on-site trainings are available through the end of the year, and a virtual training will be offered in December. TEDC also offers more in-depth training. Board members can coordinate with the Treasurer for registration and travel as needed. The Board expressed interest in having a representative from the Comptrollers Office be invited to provide on-site training to the Board. It was also noted that the law requires the City Attorney and the City Secretary/Administrator take the Sales Tax Training every two years.

## 3. Discuss and consider possible action regarding Finances:

- a. **Financial Reports:** Ricky Sanchez moved to approve financial reports as presented. Becky Brewster made the second, and the motion carried unanimously.
- b. **Payment of Bills:** Ricky Sanchez moved to approve payment of bills totaling \$32,929.87 as presented. Mark Brewster made the second, and the motion carried unanimously.
- c. **Outstanding Obligations:** Becky Brewster presented a 2021 resolution and letter of commitment for \$300,000 cash match for the Town's EDA Water Improvements Grant. It was noted that construction should begin in 2026.
- d. **Budget.** Cody Davis will obtain a copy of the adopted budget for FY 2025-2026 to distribute to the Board.
- e. **Purchase and Acquisition Procedures.** Mark Brewster moved to authorize the Board

*President Jeff McCoy and/or the Board Treasurer Cody Davis to make VHEDC purchases for all perishables and supplies needed for VHEDC operations at a cost not to exceed \$2500.00. Becky Brewster made the second, and the motion carried unanimously.*

- f. **Resolution Authorizing Banking Sub-User Account Viewing Access for Bookkeeper:** *Cody Davis moved to approve Resolution No. 2025-10-01-05 to authorize Banking Sub-User Account Viewing Access for Bookkeeper as presented. Mark Brewster made the second, and the motion carried unanimously.*

**RESOLUTION NO: 2025-10-01-05**

**A RESOLUTION OF THE VAN HORN ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE CREATION AND MAINTENANCE OF A VIEW-ONLY ONLINE BANKING SUB-USER ACCOUNT FOR THE CORPORATION'S BOOKKEEPER; SETTING LIMITATIONS AND SAFEGUARDS; PROVIDING FOR REPEAL OF CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

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- g. **Review Audit Report:** *Cody Davis moved to table review of the FY 2024-2025 Audit Report. Ricky Sanchez made the second, and the motion carried unanimously.*

4. **Discuss and consider possible action on maintenance for Van Horn EDC Property.** *Becky Brewster moved to extend the Resolution regarding maintenance on the VHEDC property to March 31, 2026. Bob Kinford made the second, and the motion carried unanimously.*

**EXECUTIVE SESSION**

The Board recessed the open session of the meeting and convened in closed session at 7:59 p.m. pursuant to Texas Government Code section(s):

551.071 (attorney consultation), 551.072 (real property), and 551.087 (economic development) to deliberate upon and seek legal advice regarding leases for real property, Airport Project, Project Cielo, and water infrastructure projects.

The Board reconvened in regular session at 9:33 p.m. and Jeff McCoy called the meeting to order. No action taken.

**ACTION RELATIVE TO EXECUTIVE SESSION**

1. Cody Davis moved to authorize an appraisal for the Denison property. Ricky Sanchez made the second, and the motion passed unanimously.

2. Ricky Sanchez moved to approve Resolution No. 2025-10-01-06 authorizing the sale of gym equipment to Kim and Diaz Fitness LLC in the amount of \$6000. Mark Brewster made the second, and the motion passed unanimously.

**RESOLUTION NO: 2025-10-01-06**

A RESOLUTION OF THE VAN HORN ECONOMIC DEVELOPMENT CORPORATION APPROVING THE EQUIPMENT SALE AGREEMENT WITH KIM & DIAZ FITNESS LLC; DIRECTING THE PRESIDENT TO EXECUTE NECESSARY DOCUMENTS AND TAKE NECESSARY ACTIONS TO EFFECTUATE SUCH SALE; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

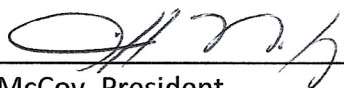
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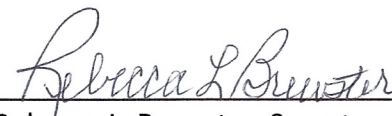
3. Cody Davis moved to authorize the process to terminate the Purchase and Sale Agreement (No. PSA-01-2025) with Van Horn Summit Inn LLC and Summit 11 Investment Group LLC. Ricky Sanchez made the second, and the motion carried unanimously.

**ADJOURNMENT:** There being no further business, the meeting was adjourned at 9:37

**CERTIFICATION**

The VHEDC Board Meeting minutes for October 1, 2025 were approved on October 15, 2025.

  
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Jeff McCoy, President

  
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Rebecca L. Brewster, Secretary