

TELEPHONIC MEETING AND CITIZEN PARTICIPATION

NOTICE IS HEREBY GIVEN, in accordance with an order of the Office of the Governor issued March 16, 2020, and in an effort to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19), the Benbrook Economic Development Corporation (BEDC) Board of Directors will conduct its Regular Board Meeting at **7:30 p.m. on Monday, May 17, 2021**, in the Benbrook City Hall Council Chambers (911 Winscott Rd.) by telephone conference.

For this meeting, the presiding officer will be physically present at the location described above. However, one or all other members of the Board may participate in this meeting remotely through telephone conference providing for two-way audio communication for each member of the Board.

While this meeting is open to the public, citizens are encouraged to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

The public toll-free dial-in number to participate in the telephonic meeting is 1-866-894-9011. The local number is 817-443-6248. This Notice, Meeting Agenda, and the Agenda Packet, are posted online at Benbrook-tx.gov/AgendaCenter.

AGENDA

BENBROOK ECONOMIC DEVELOPMENT CORPORATION REGULAR BOARD MEETING

MONDAY, May 17, 2021

911 WINSCOTT ROAD, BENBROOK, TEXAS

***A quorum of the Benbrook City Council may be in
attendance at this meeting.***

WORK SESSION - 7 P.M.

CENTRAL CONFERENCE ROOM

***The Work Session may continue after the Regular Board
Meeting adjourns.***

1. Review/Discuss Regular Board Meeting Agenda.
2. Staff Updates (time permitting).
 - a. Discussion of approved projects may include, but are not limited to, the following: Benbrook Boulevard/U.S. 377, NW Winscott Addition, Westpark Corner, Benbrook Plaza Shopping Center, Timbercreek Shopping Center, Russell's Feed & Supply, ACE Hardware, and/or American Masonry Supply.
 - b. Benbrook development activity.
 - c. Benbrook City Council (action items of interest to Board).
 - d. ED Department items/initiatives/contracts/programs/marketing/activities/events.

3. Conduct a Strategic Planning Session.

**REGULAR BOARD MEETING - 7:30 P.M.
COUNCIL CHAMBERS**

All Agenda items are subject to final action.

I. CALL TO ORDER

II. CITIZEN'S PUBLIC FORUM

Citizen's Public Forum provides the public with the opportunity to address the Board on any BEDC matter or item on the agenda. State Law prohibits any deliberation of or formal action regarding items presented during the citizen's public forum. The Board may only make a statement of specific factual information given in response to the inquiry, recite an existing policy, or request staff place the item on an agenda for a subsequent meeting.

III. ACTION ITEMS

A. Approve the April 19, 2021, Regular Board Meeting Minutes.

Documents:

[BEDC REGULAR MEETING MINUTES 04.19.21.PDF](#)

IV. DIRECTOR'S REPORT

Receive Monthly Financial Report for Period Ending April 30, 2021.

V. EXECUTIVE SESSION

<!--[if !supportLists]--> *Pursuant to the Texas Open Meetings Act:*

Section 551.072 – Deliberations Regarding Real Property
Deliberate the purchase, exchange, lease, or value of real property, as deliberation in an open session would have a detrimental effect on the position of governmental body negotiations with a third person.

- DISCUSS PROPERTY LOCATED SOUTH OF I-20/I-820 LOOP, WEST OF ARROW WOOD STREET, NORTH OF LAKESIDE DRIVE, AND EAST OF BENBROOK BLVD/U.S. 377.

VI. RECONVENE INTO OPEN SESSION

VII. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION

VIII. ADJOURNMENT

The BEDC Board reserves the right to convene in Executive Session on any item on the Agenda pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Government Code, in accordance with the authority contained in:

Section 551.071, Consultation with City Attorney

Section 551.072, Deliberation regarding real property

Section 551.073, Deliberation regarding gifts and donations

Section 551.087, Deliberation regarding economic development negotiations

This meeting will be recorded, and the recording will be made available to the public in accordance with the Texas Open Meetings Act, upon written request.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE. FOR SPECIAL ACCOMMODATIONS, OR TO INFORM US OF INACCESSIBILITY TO THIS MEETING, PLEASE CONTACT HILLARY CROMER, ASSISTANT DIRECTOR OF ECONOMIC DEVELOPMENT AND MARKETING, AT 817-249-6091. PLEASE CALL 48 HOURS IN ADVANCE IF YOU REQUIRE INTERPRETATIVE SERVICES.



MEETING MINUTES
BENBROOK ECONOMIC DEVELOPMENT CORPORATION
 Monday, April 19, 2021, Board of Directors Regular Meeting
 Benbrook City Hall, 911 Winscott Road, Benbrook, Texas

In the public health effort to help slow the spread of the coronavirus, this meeting was held telephonically. President Kent Williams was on-site for the meeting, but other Board Members participated remotely. To allow citizens to safely participate in the public comment sections of the meeting, both a toll-free and a local phone number were made available.

PRE-MEETING WORK SESSION: The Benbrook Economic Development Corporation (BEDC) Board of Directors met at 7 p.m. to discuss the agenda items and review staff updates. The presiding officer, President Williams, met in the Benbrook City Hall conference room for the pre-meeting work session. The other Board Members participated telephonically. The pre-meeting work session ended at approximately 7:17 p.m.

Board Members in Attendance:

| | |
|-----------------|-------------------------|
| Keith Tiner | Place 1 |
| Danyelle Ackall | Place 2 |
| Michelle Thomas | Secretary, Place 3 |
| Thomas Casey | Place 4 |
| Kent Williams | President, Place 5 |
| Gary Crowell | Vice President, Place 6 |

Board Members Not in Attendance:

| | |
|-------------------------|---------|
| Kristina Denapolis West | Place 7 |
|-------------------------|---------|

Staff Present: Jessica James, Director of Economic Development; Hillary Cromer, Assistant Director of Economic Development and recording secretary; Jim Hinderaker, Assistant City Manager; Phyllis Wolfe, Director of Information and Technology.

REGULAR SESSION – CONVENED INTO THE COUNCIL CHAMBERS

I. CALL TO ORDER

The regular meeting of the BEDC Board was called to order at 7:30 p.m. on Monday, May 17, 2021, in the Benbrook City Hall Council Chambers, 911 Winscott Road, Benbrook, Texas.

II. CITIZEN’S PUBLIC FORUM

President Williams opened the floor and telephone line for two minutes to allow citizens to call and comment on any agenda item. There were no citizen calls.

III. ACTION ITEMS

- A. Approve the May 17, 2021, Regular BEDC Meeting Minutes.
 - a. Ms. Ackall made a motion to approve the March 15, 2021, regular BEDC meeting minutes, as written. Mr. Casey seconded the motion. There were no comments or questions. The motion carried, 5-0, with Mr. Tiner abstaining.

IV. DIRECTOR'S REPORT

A. Financial Report for Period Ending March 31, 2021.

Assistant Director, Hillary Cromer, presented the financial report.

Presentation Highlights:

- Liquid assets as of March 31, 2021:
 - Checking account: \$1,230,514.47.
 - Certificate of Deposit: \$3,811,654.41.
 - Total liquid assets: \$5,042,168.88.
- Total revenue for March 2021: \$125,182.22. This amount includes:
 - Sales tax revenue for March 2021: \$116,390.53.
 - Interest earned on business and CD accounts: \$7,265.00.
 - Oil and gas royalties: \$1,376.69.
 - Other (sign rental): \$150.00
- Encumbered funds: \$1,316,182.73. This amount includes:
 - Total current and pending projects: \$1,247,974.12.
 - Total operating expenses for Mach 2021: \$68,208.61.
- Fund balance as of March 31, 2021: \$3,725,986.15.
- The BEDC does not currently carry any debt.
- There were no comments or questions. No action necessary.

V. EXECUTIVE SESSION

The Board convened into Executive Session at 7:49 p.m. to discuss the items listed below. No action taken.

Pursuant to the Texas Open Meetings Act:

- A. Section 551.072 – Deliberations Regarding Real Property
Deliberate the purchase, exchange, lease, or value of real property, as deliberation in an open session would have a detrimental effect on the position of governmental body negotiations with a third person.
 - DISCUSS PROPERTY LOCATED SOUTH OF I-820, WEST OF ARROW WOOD STREET, NORTH OF LAKESIDE DRIVE, AND EAST OF BENBROOK BOULEVARD.
- B. Section 551.087 – Deliberation Regarding Economic Development Negotiations
Deliberate the offer of a financial or other incentive to business prospect.
 - DISCUSS AN INCENTIVE REQUEST FOR THE PROPERTY LOCATED AT 8522 BENBROOK BOULEVARD/U.S. 377.
 - DISCUSS AN INCENTIVE REQUEST FOR THE PROPERTY LOCATED AT 8905 BENBROOK BOULEVARD/U.S. 377.

VI. RECONVENE INTO OPEN SESSION

The BEDC Board of Directors reconvened into open session at 8:37 p.m.



VII. TAKE ANY ACTION NECESSARY OR APPROPRIATE AS A RESULT OF CLOSED EXECUTIVE SESSION

VIII. ADJOURNMENT

The meeting adjourned at approximately 8:38 p.m.

APPROVED:

KENT WILLIAMS
PRESIDENT

ATTEST:

MICHELLE THOMAS
SECRETARY