



**BENBROOK ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING MINUTES
MONDAY, MAY 17, 2021
911 WINSCOTT ROAD, BENBROOK, TEXAS**

In the public health effort to help slow the spread of the coronavirus, Board Members were given the option to participate in-person or virtually, telephonically for the Regular Board Meeting and on Zoom for the Work Session and Executive Session. Citizens were invited to participate in the Citizen’s Public Forum in-person or telephonically; both a toll-free and a local phone number were made available.

WORK SESSION: The Benbrook Economic Development Corporation (BEDC) Board of Directors met at 7 p.m. to discuss the agenda items, review staff updates, and conduct a strategic planning session. The Work Session was held in the Benbrook City Hall Central Conference Room; virtual attendees participated on Zoom. The Work Session recessed at approximately 7:18 p.m.

Board Members in Attendance:

Keith Tiner (in-person)	Place 1
Michelle Thomas (virtual)	Secretary, Place 3
Thomas Casey (in-person)	Place 4
Kent Williams (in-person)	President, Place 5
Gary Crowell (in-person)	Vice President, Place 6
Kristina Denapolis West (virtual)	Place 7

Board Members Not in Attendance:

Danyelle Ackall	Place 2
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Staff Present: Jessica James, Director of Economic Development; Hillary Cromer, Assistant Director of Economic Development and recording secretary; Jim Hinderaker, Assistant City Manager; Jeff Morrison, Systems Administrator.

REGULAR SESSION – CONVENED INTO THE COUNCIL CHAMBERS

I. CALL TO ORDER

The BEDC Regular Board Meeting 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 comment on any agenda item. There were no citizen comments.

III. ACTION ITEMS

- A. Approve the April 19, 2021, Regular Board Meeting Minutes.
 - a. Mr. Crowell made a motion to approve the April 19, 2021, Regular Board Meeting Minutes with the following corrections:
 - i. Correction to the Call to Order date from May 17 to April 19; and



- ii. Correction to the date in Action Item 'A' from May 17 to March 15.
- b. Mr. Tiner seconded the motion with the corrections mentioned above. There were no further questions or comments. The motion carried, 6-0.

IV. DIRECTOR'S REPORT

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

Assistant Director, Hillary Cromer, presented this item.

Presentation Highlights:

- Liquid assets as of April 30, 2021:
 - Checking account: \$1,267,888.92.
 - Certificate of Deposit: \$3,811,654.41.
 - Total liquid assets: \$5,079,543.33.
- Total revenue for April 2021: \$106,568.06. This amount includes:
 - Sales tax revenue for April 2021: \$105,213.84.
 - Interest earned on business account: \$219.22.
 - Oil and gas royalties: \$1,135.
- Encumbered funds: \$1,288,722.46. This amount includes:
 - Total current and pending projects: \$1,224,949.30.
 - Total operating expenses for April 2021: \$63,773.16.
- Fund balance as of April 30, 2021: \$3,790,820.87.
- 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 approximately 7:43 p.m. to discuss the item below. No action taken.

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

The BEDC Board reconvened into open session at 8:48 p.m.

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

No action necessary.



VIII. ADJOURNMENT

The meeting adjourned at approximately 8:48 p.m.

WORK SESSION (CONTINUED): The Board resumed the Work Session at 7:55 p.m. to conduct the Strategic Planning Session. The Work Session ended at 9:58 p.m.

APPROVED:

**KENT WILLIAMS
PRESIDENT**

ATTEST:

**MICHELLE THOMAS
SECRETARY**