



**MEETING MINUTES  
BENBROOK ECONOMIC DEVELOPMENT CORPORATION  
Board of Directors  
REGULAR MEETING  
February 19, 2019  
Benbrook City Hall**

**PRE-MEETING WORK SESSION** – The BEDC board of directors met in the central conference room for a pre-meeting work session to discuss agenda items.

**I. CALL TO ORDER**

The regular meeting of the Benbrook Economic Development Corporation board of directors was called to order at 7:30 p.m. Tuesday, February 19, 2019, in the Benbrook City Council Chambers, located at 911 Winscott Road, Benbrook, Texas. The presiding officer was President Kent Williams. A quorum was present, including:

Kent Williams, President, Place 5  
Julia Nova, Vice President, Place 4  
Michelle Thomas, Secretary, Place 3  
Jason Ward, Place 1  
Leslie Singleton, Place 2  
Gary Crowell, Place 6  
Kristina Denapolis West, Place 7

**Staff Present:**

Cathy Morris, EDC Director  
Hillary Cromer, Recording Secretary  
Jim Hinderaker, Assistant City Manager

**II. ACTION ITEMS**

**1. Approve Minutes of January 22, 2019 Regular Meeting** – President Williams presented two corrections to be made to minutes of the January 22, 2019 regular meeting: 1) Action Item #2: date correction from February 22, 2019 to February 19, 2019; 2) Action Item #3: date correction from February 22, 2019 to February 19, 2019.

Mr. Ward made a motion to approve the minutes of January 22, 2019 regular meeting, with corrections, as presented by President Williams. Ms. Thomas seconded the motion. President Williams called the vote and the motion carried 6-0, with Ms. Nova abstaining.

**2. Oath of Office for Newly Appointed Board of Director** – Ms. Nova took the Oath of Office for BEDC Place 4, appointed to a two-year term from 12-31-2018 to 12-30-2020.

**3. Election of 2019 Officer (Vice President)** – President Williams noted that, during the January 22, 2019 regular meeting, the election of vice president was postponed to the February 19, 2019 regular meeting.

President Williams requested nominations for the 2019 vice president. Mr. Crowell nominated Ms. Nova to serve as the 2019 board vice president. No other nominations were made. Mr. Ward seconded the motion. Ms. Nova accepted the nomination. President Williams called the vote and motion carried 6-0, with Ms. Nova abstaining.

**4. Approve Commercial Contract for Sale and Temporary Commercial Leaseback Agreement with JS and TA Properties, LLC, to Purchase 9331 and 9351 Westpark Drive, Benbrook, Texas, for the Purpose of Redevelopment**

Ms. Morris presented information and recommended that, following a public hearing, EDC board approve the Commercial Contract for Sale and the Temporary Commercial Leaseback Agreement with JS and TA Properties, LLC, to purchase 9331 and 9351 Westpark Drive, and to amend the FY 2019 BEDC budget by adding \$1,740,000 to be available for the project; a \$1,700,000 purchase price, plus costs associated with real estate closing, possible demolition of building/slab/parking lot, clean-up, and any associated incidentals, and to recommend that Benbrook City Council ratify the project.

After staff presentation, President Williams opened the public hearing at 7:37p.m.

**[PUBLIC HEARING]** Terri Davis, president of the Benbrook Area Chamber of Commerce, spoke in support of the project. There were no additional public comments. President Williams closed the public hearing at 7:40 p.m. and called for a motion.

Ms. Singleton made a motion to approve the action item, as presented in staff recommendation. Mr. Crowell seconded the motion. President Williams called for the vote and the motion carried 7-0.

**III. DIRECTOR'S REPORT –**

**1. Finance Report** – As part of the financial report, Ms. Cromer presented a three-year comparison of sales tax revenue for the months of November and December 2018, and January 2019; total sales tax revenue for January 2019 was \$132,330.43. Ms. Cromer also reported total revenue for the month of January 2019 including sales tax revenue (\$132,330.43), interest earned (\$2,639.93), oil and gas royalties

(\$2,698.91), and annual payments for Industrial Park monument sign tenants (\$1,350); total revenue for January 2019 was \$139,019.27.

Lastly, Ms. Cromer reported that assets held by BEDC as of January 31, 2019 were \$5,708,486.50 and funds available were \$4,720,217.69. No action necessary.

**2. Briefing on 2019 International Council of Shopping Centers (ICSC) Conference** – Ms. Morris presented an overview of BEDC’s participation at the 2019 ICSC Red River Conference held at the Fort Worth Convention Center on January 9 -11, 2019. No comments were made. No action necessary.

**3. Announce 2019 Benbrook Business Expo** – Ms. Morris announced the upcoming Benbrook Business Expo scheduled for Thursday, March 7, 2019 from 4:30 - 6:30 p.m. at HighRidge Church (10100 Rolling Hills Drive). No comments were made. No action necessary.

**IV. INFORMAL CITIZEN COMMENTS** – President Williams opened the floor for citizen comments. No citizens commented.

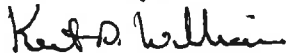
**V. EXECUTIVE SESSION** – *Pursuant to Texas Open Meetings Act.*  
The BEDC Board of Directors convened into Executive Session at 7:49 p.m.

1. **Section 551.072** – Deliberation Regarding Real Property
2. **Section 551.087** – Deliberation Regarding Economic Development Negotiations

**VI. RECONVENE INTO OPEN SESSION** – Time: 8:13 p.m. No action taken from executive session.

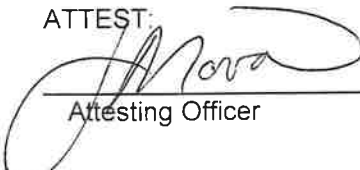
**VII. ADJOURNMENT** – The meeting adjourned at approximately 8:13 p.m.

**POST-MEETING WORK SESSION** – The BEDC board of directors met in the central conference room for a post-meeting work session to consider potential updates to the Benbrook Economic Development Corporation’s strategic plan.



Presiding Officer

ATTEST:

  
Attesting Officer