



**MEETING MINUTES  
BENBROOK ECONOMIC DEVELOPMENT CORPORATION  
Board of Directors  
REGULAR MEETING  
December 16, 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. on Monday, December 16, 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:

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

**Absent:**

Vacant, Place 1

**Staff Present:**

Cathy Morris, Director, EDC  
Hillary Cromer, Assistant Director, EDC (recording secretary)  
Jim Hinderaker, Assistant City Manager

**II. CITIZEN COMMENTS ON ANY ITEM**

President Williams opened the floor for citizen comments. There were no citizen comments.

**III. ACTION ITEMS**

1. **Approve Minutes of November 18, 2019 Regular Meeting** – Ms. Nova made a motion to approve the minutes of the November 18, 2019 regular meeting, as presented. Ms. Thomas seconded the motion. President Williams called the vote and the motion carried 6-0.

#### **IV. DIRECTOR'S REPORT**

1. **Finance Report for Period Ending November 30, 2019** – As part of the financial report, Ms. Cromer presented a three-year comparison of sales tax revenue for the months of September, October, and November 2019; total sales tax revenue for November 2019 was \$125,663.57.

Ms. Cromer also reported total revenue for the month of November 2019 including sales tax revenue (\$125,663.57), interest earned (\$574.91), oil and gas royalties (\$865.81), and a miscellaneous payment from Foot Works Performing Arts Center for its December 2019 rent payment (\$3,500); total revenue for November 2019 was \$130,604.29.

Lastly, Ms. Cromer reported that liquid assets held by BEDC as of November 30, 2019 were \$4,450,679.63 and funds available were \$3,009,149.65. No action necessary.

#### **V. INFORMAL CITIZEN COMMENTS**

President Williams opened the floor for citizen comments. There were no citizen comments.

#### **VI. EXECUTIVE SESSION – Pursuant to Texas Open Meetings Act.**

The BEDC Board of Directors convened into Executive Session at 7:45 p.m.

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

#### **VII. RECONVENE INTO OPEN SESSION – Time: 8:03 p.m. No action taken from executive session.**

#### **VIII. ADJOURNMENT – The meeting adjourned at approximately 8:03 p.m.**

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Presiding Officer

ATTEST:

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Attesting Officer