



**MEETING MINUTES  
BENBROOK ECONOMIC DEVELOPMENT CORPORATION  
Board of Directors  
REGULAR MEETING  
March 16, 2020  
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, March 16, 2020, 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:

Keith Tiner, Place 1  
Leslie Singleton, Place 2  
Thomas Casey, Place 4  
Kent Williams, President, Place 5  
Gary Crowell, Vice President, Place 6  
Kristina Denapolis West, Place 7

**Absent:**

Michelle Thomas, Secretary, Place 3

**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 February 18, 2020 Regular Meeting** – Ms. Singleton made a motion to approve the minutes of the February 18, 2020 regular meeting. Mr. Tiner seconded the motion. President Williams called the vote and the motion carried 5-0.
- 2. Oath of Office for Newly Appointed Board of Directors** – Mr. Casey took the oath of office, appointed to complete the term of Place 4 ending 12-31-20.

#### IV. DIRECTOR'S REPORT

**Finance Report for Period Ending February 29, 2020** – As part of the financial report, Ms. Cromer presented sales tax revenue for the month of February 2020; total sales tax revenue for February 2020 was \$120,855.01.

Ms. Cromer also reported total revenue for the month of February 2020 including sales tax revenue (\$120,855.01), interest earned (\$622.51), oil and gas royalties (\$1,231.68), and one miscellaneous item (\$3,500). The miscellaneous item is a \$3,500 check from Foot Works Performing Arts Center for its February 2020 rent payment. Total revenue for February 2020 was \$126,209.20.

Lastly, Ms. Cromer reported that liquid assets held by BEDC as of February 29, 2020 were \$4,750,735.39 and funds available were \$3,361,864.06. 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 7:35 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: 8:32 p.m. No action taken from executive session.

#### VIII. ADJOURNMENT – The meeting adjourned at approximately 8:32 p.m.

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Presiding Officer

ATTEST:

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Attesting Officer