

AGENDA

BENBROOK ECONOMIC DEVELOPMENT CORPORATION

**BEDC REGULAR MONTHLY MEETING
MONDAY, FEBRUARY 22, 2010**

**PRE-MEETING WILL BE CONDUCTED AT 6:30 P.M., FORMAL MEETING AT 7:00 P.M.
MUNICIPAL COMPLEX, 911 WINSOTT ROAD, BENBROOK, TEXAS**

ALL ITEMS ARE SUBJECT TO FINAL ACTION

I. CALL TO ORDER

II. MINUTES

- A. Consider January 25, 2010 Meeting Minutes

III. FINANCIALS

- A. Consider Financial Report Ending January 31, 2010
- B. Consider Financial Investment Committee Report

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

- A. Consider BEDC Strategic Plan – Julie Johncox Siglinger
- B. Consider Web Page Design Proposals
 - 1. ralphcreative.com – Ralph Bissey
 - 2. EdSuites – Justin Rector
 - 3. Orasi Development – Jack Thompson
- C. Consider Marketing Proposals – Retail Users and Developers
 - 1. The Buxton Company – Chas Stoker
 - 2. Retail Attractions – Joey Grisham
- D. City Council Action Regarding Video Recording Of All Regular Meetings of City Appointed Board and Commission Meetings
- E. CPA Engagement Letter With Term Limit, Cancellation Clause
- F. Consider CPA Requests For Proposal
- G. Consider BEDC Board of Directors' Meeting Time Change

VI. DIRECTORS REPORT

- A. City Council To Interview BEDC Board Applicants Feb. 16 – 17th
- B. YMCA To Conduct Open House February 18th

VII. INFORMAL CITIZEN COMMENTS - State Law prohibits any deliberation of or formal action regarding items presented in informal citizens comments. The BEDC Board of Directors 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

VIII. ADJOURNMENT

CERTIFICATE

I certify that the above agenda giving notice of meeting was posted on the bulletin board at the City Hall of the City of Benbrook, Texas, on the _____ day of _____, 2010 at _____ o'clock.

Executive Director
Benbrook Economic
Development Corporation.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE. FOR ACCOMMODATIONS, OR TO INFORM US OF INACCESSIBILITY TO THIS MEETING, PLEASE CONTACT RON RAINEY, EXECUTIVE DIRECTOR OF ECONOMIC DEVELOPMENT, AT 817-249-6990. CALL 48 HOURS IN ADVANCE FOR SIGN INTERPRETATIVE SERVICES.

MINUTES
BENBROOK ECONOMIC DEVELOPMENT CORPORATION
Board of Directors
Regular Meeting
Benbrook City Hall
January 25, 2010

I. CALL TO ORDER

The regular meeting of the Benbrook Economic Development Corporation Board of Directors was called to order at 6:30 p.m. Monday, January 25, 2010, in the Council Chambers in City Hall at 911 Winscott Road. The presiding officer was President William Higgins. A quorum was present, including the following:

Rickie Allison
John Castro, Treasurer
Sandy Davis, Vice President
William Higgins, President
Ron Sauma
Jim Wilson
Dennis Wood, Secretary

Staff Present: Ron Rainey, Executive Director
Patricia L. Taber, Administrative Assistant

Also Present: Carrol Crombie, Citizen

II. MINUTES

a. Minutes of Regular Meeting December 21, 2009 –

Mr. Dennis Wood made a motion to approve the Minutes of the Regular Meeting of December 21, 2009, after corrections in Section VIII (a) be revised to “no discussion held” and Section IX reconvene into “Open” session. Mr. Ron Sauma seconded the motion. President William Higgins called the vote. All voted aye and the motion carried.

III. FINANCIALS

a. Financial Report for Period Ending December 31, 2009 –

Mr. Rickie Allison made a motion to approve the Financial Report for the period ending December 31, 2009, as presented. Mr. Sandy Davis seconded the motion. President William Higgins called the vote. All voted aye and the motion carried.

b. Consider Financial Investment Committee Report – Mr. John Castro, Chairman of the Investment Committee, gave a brief report of research he has

conducted to date regarding investment of the BEDC funds. Further information is required in order to be in conjunction with Texas State Law and Mr. Castro indicated he will continue to acquire this additional information to be presented to the Board at a future meeting. No action necessary.

IV. DIRECTOR'S REPORT

- a. CPA Engagement Letter** – Mr. Rainey was requested to have The Walton Group include a phrase for termination of the Agreement with a thirty-day notification, at the BEDC Board's discretion. The Board also requested, in accordance with the last meeting motion, to acquire additional proposals from surrounding accounting firms for their services. No action necessary.
- b. BEDC Fiscal Year Audit Completion** - Mr. Ron Rainey reported Weaver, the auditor, contacted the BEDC staff and reported the audit report for FY 2008-2009 should be received in March. No action necessary.

V. UNFISHED BUSINESS

VI. NEW BUSINESS

- a. Consider BEDC Goals and Objectives** – Executive Director Ron Rainey reported Julie Johncox Siglinger, facilitator for the Strategic Work Session held January 9, 2010, had been out of town and would begin preparation of the BEDC Report upon her return. BEDC staff should have the report within a week. No action necessary.
- b. Consider BEDC Staff Appointment as Recording Secretary/Treasurer** – Mr. Rainey reviewed discussions from the previous meeting, and due to the fact the Board is interested in revising the BEDC Bylaws relating to the responsibilities of the Secretary and Treasurer, requested the Board consider appointment of Patricia Taber as the Recording Secretary/Treasurer for the interim until the Board has a chance to review and possibly revise the legislative documents.

Mr. Jim Wilson made a motion to continue the interim process of having Ms. Taber act as Recording Secretary/Treasurer until such time the Board has the opportunity to better define the positions as stated in the Bylaws. Mr. Ron Sauma seconded the motion. President William Higgins called the vote. All voted aye and the motion carried.

- c. Consider Web Page Design Proposal** – Executive Director Ron Rainey addressed the two proposals in the packet received for web site design for the BEDC. A minimum of at least three proposals was requested by the Board. Mr. Rainey suggested, with Board approval, to request said companies to make presentations to the Board for usability by the BEDC staff. No action necessary.

d. Consider Soliciting RFP's for BEDC Marketing Campaign – The Board agreed to postpone further discussion of the marketing issue until determination of the Goals and Objectives has been more specifically addressed. No action necessary.

e. Consider Video Recording BEDC Regular Board Meetings –

Mr. Jim Wilson made a motion to begin video recording of the BEDC regular meetings, exclusive of executive sessions, and request City Council for payment consideration beyond the PEG (Public Education and Government) funded portion of the expense, and if not approved by City Council, the BEDC would be responsible for such expense. Mr. Ron Sauma seconded the motion. President William Higgins called the vote. The motion carried with a 4-1 majority, Mr. Sandy Davis voted nay, and Mr. William Higgins and Mr. John Castro abstained.

f. Consider BEDC Recommendation that City Council Video Record All City Appointed Board and Commission Meetings –

Mr. Jim Wilson made a motion the BEDC Board recommend to the City Council of Benbrook that all Board and Commission meetings be videotaped for airing on the cable access and internet in a similar manner to the City Council, Planning and Zoning Commission and now the EDC. Mr. Rickie Allison seconded the motion. After discussion, the motion made by Mr. Jim Wilson and seconded by Mr. Rickie Allison was withdrawn.

g. Consider BEDC Bylaw/Procedures Changes to Include City Council's Administrative Regulations CC-1 and G-1 – Discussion to review and consideration to adopt certain policies in place in the City Council's Administrative Regulations CC-1 and G-1. No action necessary.

h. Consider Recruitment of Targeted Businesses - Discussion regarding pursuit of a 24 hour primary care medical clinic to Benbrook. No action necessary.

VII. INFORMAL CITIZEN COMMENTS – None

VIII. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 8:19 p.m.

Attesting Officer

Presiding Officer

BENBROOK ECONOMIC DEVELOPMENT CORPORATION

**Balance Sheet
January 31, 2010**

ASSETS

CURRENT ASSETS

CASH

Pinnacle Bank 3,555,576.38
TOTAL CASH 3,555,576.38

ACCOUNTS RECEIVABLE

Industrial Park Sign Lease -
BRP GP LP (Operating Expenses) 75,836.29
BRP GP LP (Buckner Land) 278,275.00
TOTAL ACCOUNTS RECEIVABLE 354,111.29

TOTAL CURRENT ASSETS 3,909,687.67

OTHER ASSETS

LAND

Ashland, Inc. (Valvoline Site) 337,727.29
RCL Land and Building (TAD Value) 3,897,925.00
TOTAL LAND 4,235,652.29

SIGNS AND IMPROVEMENTS

Industrial Park Monument Sign 20,000.00
Dutch Branch Park - Lake Sign 30,000.00
TOTAL SIGNS AND IMPROVEMENTS 50,000.00

MISCELLANEOUS

Automobile 4,500.00
TOTAL MISCELLANEOUS 4,500.00

TOTAL OTHER ASSETS 4,290,152.29

TOTAL ASSETS 8,199,839.96

LIABILITIES & EQUITY

LIABILITIES

ACCOUNTS PAYABLE

City of Benbrook (December Payroll) 16,472.61
TOTAL ACCOUNTS PAYABLE 16,472.61

TOTAL CURRENT LIABILITIES 16,472.61

LONG TERM LIABILITIES

NOTES PAYABLE

Compass Bank (RCL Bank Note) 1,913,919.88
TOTAL NOTES PAYABLE 1,913,919.88

TOTAL LONG TERM LIABILITIES 1,913,919.88

TOTAL LIABILITIES 1,930,392.49

TOTAL EQUITY 6,269,447.47

TOTAL LIABILITIES & EQUITY 8,199,839.96

10:56 AM
02/05/10
Cash Basis

Benbrook Economic Devt. Corp.
Balance Sheet
As of January 31, 2010

	<u>Jan 31, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
Pinnacle Bank (Pinnacle Bank)	3555576.38
Total Checking/Savings	3555576.38
Accounts Receivable	
1003 - Advance To BRP GP LLC (Advance To BRP GP L...	75,836.29
Total Accounts Receivable	75,836.29
Total Current Assets	3631412.67
TOTAL ASSETS	<u>3631412.67</u>
LIABILITIES & EQUITY	
Equity	
2902 - Unallocated Reserves	-302,511.83
3000 - Opening Bal Equity	3770851.43
Net Income	163,073.07
Total Equity	3631412.67
TOTAL LIABILITIES & EQUITY	<u>3631412.67</u>

Benbrook Economic Devt. Corp.
Reconciliation Detail
Pinnacle Bank, Period Ending 01/31/2010

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,468,888.80
Cleared Transactions						
Checks and Payments - 17 items						
Check	12/17/2009	1735	GFWAEDA	X	-15.00	-15.00
Check	1/4/2010	1743	Texas Monthly C...	X	-3,348.75	-3,363.75
Check	1/4/2010	1741	Heard & Wright	X	-2,812.50	-6,176.25
Check	1/4/2010	1740	Scott Throneberry	X	-169.30	-6,345.55
Check	1/4/2010	1739	Texas Real Estat...	X	-146.00	-6,491.55
Check	1/4/2010	1738	AT&T	X	-28.94	-6,520.49
Check	1/5/2010	1744	Verizon Wireless	X	-200.19	-6,720.68
Check	1/6/2010	1745	American Express	X	-134.59	-6,855.27
Check	1/11/2010	1746	Compass Bank	X	-18,061.33	-24,916.60
Check	1/12/2010	1748	Valero Marketing...	X	-153.90	-25,070.50
Check	1/12/2010	1747	Citibusiness Card	X	-146.44	-25,216.94
Check	1/14/2010	1752	City of Benbrook	X	-16,472.61	-41,689.55
Check	1/14/2010	1750	AT&T Mobility	X	-49.49	-41,739.04
Check	1/15/2010	1753	Ron Rainey	X	-10.00	-41,749.04
Check	1/19/2010	1754	The Walton Grou...	X	-540.00	-42,289.04
Check	1/25/2010	1756	TXU Energy	X	-116.38	-42,405.42
Check	1/25/2010	1755	TXU Energy	X	-33.64	-42,439.06
Total Checks and Payments					-42,439.06	-42,439.06
Deposits and Credits - 6 items						
Deposit	1/6/2010			X	53,413.24	53,413.24
Deposit	1/12/2010			X	18,061.33	71,474.57
Check	1/14/2010	1751	City of Benbrook	X	0.00	71,474.57
Check	1/14/2010	1749	City of Benbrook	X	0.00	71,474.57
Deposit	1/19/2010			X	58,024.87	129,499.44
Deposit	1/31/2010			X	700.96	130,200.40
Total Deposits and Credits					130,200.40	130,200.40
Total Cleared Transactions					87,761.34	87,761.34
Cleared Balance					87,761.34	3,556,650.14
Uncleared Transactions						
Checks and Payments - 2 items						
Check	10/7/2009	1698	American Express		-73.76	-73.76
Check	1/25/2010	1757	CivilSolutions Inc.		-1,000.00	-1,073.76
Total Checks and Payments					-1,073.76	-1,073.76
Total Uncleared Transactions					-1,073.76	-1,073.76
Register Balance as of 01/31/2010					86,687.58	3,555,576.38
New Transactions						
Checks and Payments - 6 items						
Check	2/2/2010	1759	J P Solutions		-1,500.00	-1,500.00
Check	2/2/2010	1758	AT&T		-29.13	-1,529.13
Check	2/3/2010	1761	City of Benbrook		-16,520.08	-18,049.21
Check	2/3/2010	1760	American Express		-339.77	-18,388.98
Check	2/4/2010	1763	Compass Bank		-18,061.33	-36,450.31
Check	2/4/2010	1762	Verizon Wireless		-211.75	-36,662.06
Total Checks and Payments					-36,662.06	-36,662.06
Total New Transactions					-36,662.06	-36,662.06
Ending Balance					50,025.52	3,518,914.32

Benbrook Realty Partners, LP
Reconciliation Detail
Pinnacle - Pinnacle Bank, Period Ending 01/31/2010

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,283.18
Cleared Transactions						
Checks and Payments - 3 items						
Check	1/4/2010	1475	Heard & Wright	X	-250.00	-250.00
Check	1/15/2010	1476	Pinnacle Bank	X	-1,819.09	-2,069.09
Check	1/25/2010	1477	TXU Energy	X	-48.65	-2,117.74
Total Checks and Payments					-2,117.74	-2,117.74
Deposits and Credits - 1 item						
Deposit	1/31/2010			X	0.30	0.30
Total Deposits and Credits					0.30	0.30
Total Cleared Transactions					-2,117.44	-2,117.44
Cleared Balance					-2,117.44	165.74
Uncleared Transactions						
Checks and Payments - 1 item						
Check	1/29/2010	1478	The Walton Grou...		-140.00	-140.00
Total Checks and Payments					-140.00	-140.00
Total Uncleared Transactions					-140.00	-140.00
Register Balance as of 01/31/2010					-2,257.44	25.74
Ending Balance					-2,257.44	25.74

Benbrook Economic Devt. Corp. Check Detail January 2010

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	1738	1/4/2010	AT&T		Pinnacle Bank (...)		-28.94
					5254 · Telephone	-28.94	28.94
TOTAL						-28.94	28.94
Check	1739	1/4/2010	Texas Real Esta...		Pinnacle Bank (...)		-146.00
					5281 · Dues & M...	-146.00	146.00
TOTAL						-146.00	146.00
Check	1740	1/4/2010	Scott Throneberry		Pinnacle Bank (...)		-169.30
					5300 · Repair & ...	-169.30	169.30
TOTAL						-169.30	169.30
Check	1741	1/4/2010	Heard & Wright		Pinnacle Bank (...)		-2,812.50
					5213 · Legal Ser...	-1,750.00	1,750.00
					5213 · Legal Ser...	-1,062.50	1,062.50
TOTAL						-2,812.50	2,812.50
Check	1742	1/4/2010	Texas Monthly ...		Pinnacle Bank (...)		0.00
TOTAL						0.00	0.00
Check	1743	1/4/2010	Texas Monthly ...		Pinnacle Bank (...)		-3,348.75
					5714 · Marketing ...	-3,348.75	3,348.75
TOTAL						-3,348.75	3,348.75
Check	1744	1/5/2010	Verizon Wireless		Pinnacle Bank (...)		-200.19
					5254 · Telephone	-200.19	200.19
TOTAL						-200.19	200.19
Check	1745	1/6/2010	American Expre...		Pinnacle Bank (...)		-134.59
					5709 · Marketing ...	-39.95	39.95
					5222C · Meals	-54.70	54.70
					5300 · Repair & ...	-39.94	39.94
TOTAL						-134.59	134.59
Check	1746	1/11/2010	Compass Bank		Pinnacle Bank (...)		-18,061.33
					5410 · Land Acq...	-18,061.33	18,061.33
TOTAL						-18,061.33	18,061.33
Check	1747	1/12/2010	Citibusiness Card		Pinnacle Bank (...)		-146.44
					5111 · Office Sup...	-130.25	130.25
					5222C · Meals	-3.99	3.99
					5222C · Meals	-22.20	22.20
					5119 · Misc. Offic...	10.00	-10.00
TOTAL						-146.44	146.44

Benbrook Economic Devt. Corp.
Check Detail
 January 2010

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	1748	1/12/2010	Valero Marketin...		Pinnacle Bank (...		-153.90
					5311 · Auto Main...	-153.90	153.90
TOTAL						-153.90	153.90
Check	1749	1/14/2010	City of Benbrook		Pinnacle Bank (...		0.00
TOTAL						0.00	0.00
Check	1750	1/14/2010	AT&T Mobility		Pinnacle Bank (...		-49.49
					5254 · Telephone	-49.49	49.49
TOTAL						-49.49	49.49
Check	1751	1/14/2010	City of Benbrook		Pinnacle Bank (...		0.00
TOTAL						0.00	0.00
Check	1752	1/14/2010	City of Benbrook		Pinnacle Bank (...		-16,472.61
					5001 · Salaries	-12,683.18	12,683.18
					5006 · FICA/Medi...	-872.38	872.38
					5007 · Insurance	-993.44	993.44
					5008 · Retirement	-1,923.61	1,923.61
TOTAL						-16,472.61	16,472.61
Check	1753	1/15/2010	Ron Rainey		Pinnacle Bank (...		-10.00
					5222 · Auto/Trav...	-10.00	10.00
TOTAL						-10.00	10.00
Check	1754	1/19/2010	The Walton Gro...		Pinnacle Bank (...		-540.00
					5211 · Profession...	-540.00	540.00
TOTAL						-540.00	540.00
Check	1755	1/25/2010	TXU Energy		Pinnacle Bank (...		-33.64
					5709 · Marketing ...	-33.64	33.64
TOTAL						-33.64	33.64
Check	1756	1/25/2010	TXU Energy		Pinnacle Bank (...		-116.38
					5709 · Marketing ...	-116.38	116.38
TOTAL						-116.38	116.38
Check	1757	1/25/2010	CivilSolutions Inc.		Pinnacle Bank (...		-1,000.00
					5217 · Planning ...	-1,000.00	1,000.00
TOTAL						-1,000.00	1,000.00

FINANCIAL STATEMENT

AS OF: JANUARY 31ST, 2010

03 -BENBROOK EDC

DEPARTMENT - ADMINISTRATION

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE EXPENSE	BUDGET BALANCE	PERCENT RECEIVED	PRIOR YEAR YEAR-TO-DATE
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ADMINISTRATION

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PERSONAL SERVICES

10-01-5001 SALARIES	164,881.00	12,683.18	56,940.11	107,940.89	34.53	54,536.75
10-01-5003 STABILITY PAY	4,682.00	0.00	4,681.73	0.27	99.99	3,940.38
10-01-5006 FICA	12,972.00	913.58	3,962.73	9,009.27	30.55	3,735.57
10-01-5007 INSURANCE	20,000.00	993.44	8,207.34	11,792.66	41.04	5,749.81
10-01-5008 RETIREMENT	23,083.00	1,924.06	7,643.54	15,439.46	33.11	7,303.63
10-01-5009 WORKMEN'S COMP	50.00	5.82	9.19	40.81	18.38	9.44
10-01-5010 UNEMPLOYMENT INS	300.00	0.00	0.00	300.00	0.00	0.00
TOTAL PERSONAL SERVICES	225,968.00	16,520.08 (81,444.64)	144,523.36	36.04	75,275.58

SUPPLIES & MATERIALS

10-01-5111 OFFICE SUPPLIES	5,500.00	130.25	560.88	4,939.12	10.20	1,359.07
10-01-5112 POSTAGE	500.00	0.00	88.00	412.00	17.60	184.28
10-01-5114 PRINTING SUPPLIES	350.00	0.00	0.00	350.00	0.00	0.00
10-01-5119 Misc Office Supplies	0.00 (10.00) (10.00)	10.00	0.00	0.00
10-01-5129 MISC OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5131 Motor Vehicle Supplies	5,300.00	0.00	0.00	5,300.00	0.00	0.00
TOTAL SUPPLIES & MATERIALS	11,650.00	120.25 (638.88)	11,011.12	5.48	1,543.35

CONTRACTUAL SERVICES

10-01-5211 PROFESSIONAL SERVICES	57,500.00	3,040.00	31,969.66	25,530.34	55.60	850.00
10-01-5213 LEGAL SERVICES	50,000.00	2,812.50	2,860.00	47,140.00	5.72	12,486.28
10-01-5214 Engineering	25,000.00	0.00	0.00	25,000.00	0.00	14,092.26
10-01-5216 Accounting & Auditing	12,500.00	0.00	0.00	12,500.00	0.00	0.00
10-01-5217 PLANNING SERVICES	5,000.00	1,000.00	1,000.00	4,000.00	20.00	0.00
10-01-5219 OTHER PROFESSIONAL SVCS	0.00	0.00	340.00 (340.00)	0.00	2,500.00
10-01-5222 TRAVEL EXPENSES	5,500.00	90.89	121.99	5,378.01	2.22	2,645.72
10-01-5223 MISC EXPENSES	1,500.00	0.00	0.00	1,500.00	0.00	783.75
10-01-5231 PUBLIC NOTICES	500.00	0.00	0.00	500.00	0.00	0.00
10-01-5233 PRINTING SERVICES	500.00	0.00	0.00	500.00	0.00	0.00
10-01-5254 TELEPHONE	2,500.00	278.62	798.28	1,701.72	31.93	1,102.80
10-01-5281 DUES	4,000.00	146.00	599.00	3,401.00	14.98	1,036.95
10-01-5283 TRAINING	2,500.00	0.00	0.00	2,500.00	0.00	1,220.00
10-01-5286 TRAFFIC COUNT	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5287 SITE BOOK REPORTS	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5288 CITY CONTRACT	8,250.00	0.00	2,062.50	6,187.50	25.00	2,062.50
TOTAL CONTRACTUAL SERVICES	175,250.00	7,368.01 (39,751.43)	135,498.57	22.68	38,780.26

FINANCIAL STATEMENT

AS OF: JANUARY 31ST, 2010

03 -BENBROOK EDC

DEPARTMENT - ADMINISTRATION

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE EXPENSE	BUDGET BALANCE	PERCENT RECEIVED	PRIOR YEAR YEAR-TO-DATE
REPAIRS & MAINTENANCE						
10-01-5311 MAINT-MOTOR VEHICLES	2,500.00	363.14	3,637.42 (1,137.42)	145.50	632.62
TOTAL REPAIRS & MAINTENANCE	2,500.00	363.14 (3,637.42) (1,137.42)	145.50	632.62
CAPITAL OUTLAY						
10-01-5410 Land Acquisition	0.00	0.00	0.00	0.00	0.00	3,431.08
10-01-5433 CO-MOTOR VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5434 CO-Office Supplies	5,000.00	0.00	0.00	5,000.00	0.00	0.00
10-01-5443 CO-Streets	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00	3,431.08
EDC PROFESIONAL SVCS						
10-01-5701 GATEWAY PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5702 WATER STORAGE TANKS LOGO	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5703 PLANNING SEVCS	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5704 OTHER PROFESSIONAL SVCS	0.00	0.00	0.00	0.00	0.00	48.54
10-01-5705 INDUSTRIAL PARK SIGN	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5706 BENBROOK LAKE SIGNS	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5707 ENTRANCE SIGNAGE	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5708 STREET BANNERS	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5709 MARKETING TOOLS	25,000.00	189.97	608.73	24,391.27	2.43	701.90
10-01-5710 I-20/820 CORRIDOR STUDY	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5711 BENBROOK BLVD STUDY	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5713 MARKETING MEDIA	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5714 MARKETING VENUES	7,500.00	3,348.75	3,348.75	4,151.25	44.65	918.53
10-01-5716 BIZ DEVELOP/RETENTION	0.00	0.00	0.00	0.00	0.00	1,250.00
10-01-5717 INDUSTRIAL PARK (dirt work	0.00	0.00	0.00	0.00	0.00	0.00
10-01-5718 INTEREST EXPENSES	0.00	0.00	0.00	0.00	0.00	61,360.00
10-01-5719 LOAN PRINCIPAL	0.00	0.00	0.00	0.00	0.00	192,000.00
TOTAL EDC PROFESIONAL SVCS	32,500.00	3,538.72 (3,957.48)	28,542.52	12.18	256,278.97
TOTAL ADMINISTRATION	452,868.00	27,910.20 (129,429.85)	323,438.15	28.58	375,941.86
TOTAL ADMINISTRATION	452,868.00	27,910.20 (129,429.85)	323,438.15	28.58	375,941.86
FUND TOTAL EXPENDITURES	452,868.00	27,910.20 (129,429.85)	323,438.15	28.58	375,941.86

*** END OF REPORT ***

10:23 AM

Benbrook Economic Devt. Corp.

General Ledger

As of January 31, 2010

02/05/10

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance	
Compass Bank						0.00	
Total Compass Bank						0.00	
First National Bank of Texas						0.00	
Total First National Bank of Texas						0.00	
Pinnacle Bank (Pinnacle Bank)						3,468,800.04	
Check	1/4/2010	1738	AT&T	Account #817 249 6881 319 3	-28.94	3,468,771.10	
Check	1/4/2010	1739	Texas Real Estate Commissi...	Renewal of Salesperson License ...	-146.00	3,468,625.10	
Check	1/4/2010	1740	Scott Throneberry	Repair - Expedition (mode actuator)	-169.30	3,468,455.80	
Check	1/4/2010	1741	Heard & Wright	Inv. 14627/14630	-2,812.50	3,465,643.30	
Check	1/4/2010	1742	Texas Monthly Custom Publi...	VOID: Contract No. DC00103 - 1/3...	0.00	3,465,643.30	
Check	1/4/2010	1743	Texas Monthly Custom Publi...	Contract No. DC00103 - 1/3 Squar...	-3,348.75	3,462,294.55	
Check	1/5/2010	1744	Verizon Wireless	Invoice #636351897	-200.19	3,462,094.36	
Check	1/6/2010	1745	American Express	Acct #71000	-134.59	3,461,959.77	
Deposit	1/6/2010			Deposit	53,413.24	3,515,373.01	
Check	1/11/2010	1746	Compass Bank	Loan #021-7258690 - January 201...	-18,061.33	3,497,311.68	
Deposit	1/12/2010			Deposit	18,061.33	3,515,373.01	
Check	1/12/2010	1747	Citibusiness Card	Acct #1247	-146.44	3,515,226.57	
Check	1/12/2010	1748	Valero Marketing and Supply	Acct #6 417 909 6	-153.90	3,515,072.67	
Check	1/14/2010	1749	City of Benbrook	VOID: December 31, 2009 Salaries	0.00	3,515,072.67	
Check	1/14/2010	1750	AT&T Mobility	817 269-5651 328255567	-49.49	3,515,023.18	
Check	1/14/2010	1751	City of Benbrook	VOID: December 31, 2009 Salaries	0.00	3,515,023.18	
Check	1/14/2010	1752	City of Benbrook	December 31, 2009 Salaries	-16,472.61	3,498,550.57	
Check	1/15/2010	1753	Ron Rainey	Auto Expense	-10.00	3,498,540.57	
Check	1/19/2010	1754	The Walton Group, LLC	December, 2009 Financials Prepar...	-540.00	3,498,000.57	
Deposit	1/19/2010			Deposit	58,024.87	3,556,025.44	
Check	1/25/2010	1755	TXU Energy	#90009809543	-33.64	3,555,991.80	
Check	1/25/2010	1756	TXU Energy	900009638200	-116.38	3,555,875.42	
Check	1/25/2010	1757	CivilSolutions Inc.	Survey Sketch - North of I-20 Proj...	-1,000.00	3,554,875.42	
Deposit	1/31/2010			Interest	700.96	3,555,576.38	
Total Pinnacle Bank (Pinnacle Bank)						86,776.34	3,555,576.38
TexasBank (Checking Account)						0.00	
Total TexasBank (Checking Account)						0.00	
1014 - EDC Cash						0.00	
Total 1014 - EDC Cash						0.00	
1401 - Due From General Fund						0.00	
Total 1401 - Due From General Fund						0.00	
1003 - Advance To BRP GP LLC (Advance To BRP GP LLC)						75,836.29	
Total 1003 - Advance To BRP GP LLC (Advance To BRP GP LLC)						75,836.29	
1004 - Accounts Receivable						-118,187.38	
Total 1004 - Accounts Receivable						-118,187.38	
1499 - Undeposited Funds						0.00	
Sales Rec...	1/6/2010	385	State Comptroller		53,413.24	53,413.24	
Deposit	1/6/2010	0397...	State Comptroller	Deposit	-53,413.24	0.00	
Sales Rec...	1/12/2010	386	Railroad Controls Ltd.		18,061.33	18,061.33	
Deposit	1/12/2010		Railroad Controls Ltd.	Deposit	-18,061.33	0.00	
Sales Rec...	1/19/2010	387	State Comptroller		58,024.87	58,024.87	
Deposit	1/19/2010	0399...	State Comptroller	Deposit	-58,024.87	0.00	
Total 1499 - Undeposited Funds						0.00	0.00
2902 - Unallocated Reserves						420,999.21	
Total 2902 - Unallocated Reserves						420,999.21	
3000 - Opening Bal Equity						-3,770,851.43	
Total 3000 - Opening Bal Equity						-3,770,851.43	
4101 - EDC Sales Tax						-150,746.94	
Sales Rec...	1/6/2010	385	State Comptroller	Sales Tax Collections	-53,413.24	-204,160.18	
Sales Rec...	1/19/2010	387	State Comptroller	Sales Tax Collections	-58,024.87	-262,185.05	
Total 4101 - EDC Sales Tax						-111,438.11	-262,185.05

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Benbrook Economic Devt. Corp.

General Ledger

As of January 31, 2010

02/05/10

Accrual Basis

Type	Date	Num	Name	Memo	Amount	Balance
4121 - Interest Earned						-2,177.83
Deposit	1/31/2010			Interest	-700.96	-2,878.79
Total 4121 - Interest Earned					-700.96	-2,878.79
4131 - Sign Rental Fees						-1,350.00
Total 4131 - Sign Rental Fees						-1,350.00
4191 - Lease/Note Payments						-54,183.99
Sales Rec...	1/12/2010	386	Railroad Controls Ltd.	Monthly Note Payment	-18,061.33	-72,245.32
Total 4191 - Lease/Note Payments					-18,061.33	-72,245.32
5000 - Personnel Expenses						63,522.56
5001 - Salaries						43,918.25
Check	1/14/2010	1751	City of Benbrook	Salaries - December	0.00	43,918.25
Check	1/14/2010	1752	City of Benbrook	Salaries - December	12,683.18	56,601.43
Total 5001 - Salaries					12,683.18	56,601.43
5003 - Stability Pay						4,681.73
Total 5003 - Stability Pay						4,681.73
5006 - FICA/Medicare						3,027.31
Check	1/14/2010	1749	City of Benbrook	Salaries - December	0.00	3,027.31
Check	1/14/2010	1749	City of Benbrook	FICA/Medicare - December	0.00	3,027.31
Check	1/14/2010	1752	City of Benbrook	FICA/Medicare - December	872.38	3,899.69
Total 5006 - FICA/Medicare					872.38	3,899.69
5007 - Insurance						6,223.77
Check	1/14/2010	1749	City of Benbrook	Insurance - December	0.00	6,223.77
Check	1/14/2010	1751	City of Benbrook	FICA/Medicare - December	0.00	6,223.77
Check	1/14/2010	1751	City of Benbrook	Insurance - December	0.00	6,223.77
Check	1/14/2010	1752	City of Benbrook	Insurance - December	993.44	7,217.21
Total 5007 - Insurance					993.44	7,217.21
5008 - Retirement						5,668.13
Check	1/14/2010	1749	City of Benbrook	Retirement - December	0.00	5,668.13
Check	1/14/2010	1751	City of Benbrook	Retirement - December	0.00	5,668.13
Check	1/14/2010	1752	City of Benbrook	Retirement - December	1,923.61	7,591.74
Total 5008 - Retirement					1,923.61	7,591.74
5009 - Workmen's Compensation						3.37
Total 5009 - Workmen's Compensation						3.37
Total 5000 - Personnel Expenses					16,472.61	79,995.17
5100 - Supplies & Materials						608.89
5111 - Office Supplies						523.37
Check	1/12/2010	1747	Citibusiness Card	Staples	130.25	653.62
Check	1/12/2010	1747	Citibusiness Card	Refund for coupon on Staples	-10.00	643.62
Total 5111 - Office Supplies					120.25	643.62
5112 - Postage						85.52
Total 5112 - Postage						85.52
Total 5100 - Supplies & Materials					120.25	729.14
5200 - Contractual Services						7,711.72
5211 - Professional Services						1,553.00
Check	1/19/2010	1754	The Walton Group, LLC	December Financials Preparation ...	540.00	2,093.00
Total 5211 - Professional Services					540.00	2,093.00
5213 - Legal Services						2,434.50
Check	1/4/2010	1741	Heard & Wright	Professional Services - Benbrook ...	1,750.00	4,184.50
Check	1/4/2010	1741	Heard & Wright	BEDC Industrial Park POA	1,062.50	5,247.00
Total 5213 - Legal Services					2,812.50	5,247.00

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Benbrook Economic Devt. Corp.

02/05/10

General Ledger

Accrual Basis

As of January 31, 2010

Type	Date	Num	Name	Memo	Amount	Balance
5217 - Planning Services						0.00
Check	1/25/2010	1757	CivilSolutions Inc.	Survey Sketch North of I-20, Proje...	1,000.00	1,000.00
Total 5217 - Planning Services					1,000.00	1,000.00
5219 - Other Professional Services						210.00
Total 5219 - Other Professional Services						210.00
5222 - Auto/Travel/Entertainment						54.19
5222C - Meals						31.10
Check	1/6/2010	1745	American Express	Lunch - Ron Rainey, Pat Taber, Ju...	54.70	85.80
Check	1/12/2010	1747	Citibusiness Card	Chicken Express	3.99	89.79
Check	1/12/2010	1747	Citibusiness Card	Domino's	22.20	111.99
Total 5222C - Meals					80.89	111.99
5222 - Auto/Travel/Entertainment - Other						23.09
Check	1/15/2010	1753	Ron Rainey	FW Real Estate Forecast - Conve...	10.00	33.09
Total 5222 - Auto/Travel/Entertainment - Other					10.00	33.09
Total 5222 - Auto/Travel/Entertainment					90.89	145.08
5254 - Telephone						794.53
Check	1/4/2010	1738	AT&T	Fax (817/249-6881)	28.94	823.47
Check	1/5/2010	1744	Verizon Wireless	(817) 269-7770 Inv. 6363518957	200.19	1,023.66
Check	1/14/2010	1750	AT&T Mobility	Acct. 328255567	49.49	1,073.15
Total 5254 - Telephone					278.62	1,073.15
5281 - Dues & Memberships						603.00
Check	1/4/2010	1739	Texas Real Estate Commissi...	Renewal of Salesperson License ...	146.00	749.00
Total 5281 - Dues & Memberships					146.00	749.00
5288 - City Contract (Office Lease)						2,062.50
Total 5288 - City Contract (Office Lease)						2,062.50
Total 5200 - Contractual Services					4,868.01	12,579.73
5300 - Repair & Maintenance						3,318.09
5311 - Auto Maintenance (2004 Expedition)						3,318.09
Check	1/12/2010	1748	Valero Marketing and Supply	Fuel - Expedition	153.90	3,471.99
Total 5311 - Auto Maintenance (2004 Expedition)					153.90	3,471.99
5300 - Repair & Maintenance - Other						0.00
Check	1/4/2010	1740	Scott Throneberry	Repair - Expedition (mode actuator)	169.30	169.30
Check	1/6/2010	1745	American Express	Software Update -BIBI Internet-Saf...	39.94	209.24
Total 5300 - Repair & Maintenance - Other					209.24	209.24
Total 5300 - Repair & Maintenance					363.14	3,681.23
5400 - Capital Outlay						54,183.99
5410 - Land Acquisition						54,183.99
Check	1/11/2010	1746	Compass Bank	Railroad Controls January 2010 Lo...	18,061.33	72,245.32
Total 5410 - Land Acquisition					18,061.33	72,245.32
Total 5400 - Capital Outlay					18,061.33	72,245.32
5700 - Other Professional Services						2,516.78
5709 - Marketing Tools						2,516.78
Check	1/6/2010	1745	American Express	US Search - Direct Mktg. Internet	39.95	2,556.73
Check	1/25/2010	1755	TXU Energy	Industrial Park Monument Sign	33.64	2,590.37
Check	1/25/2010	1756	TXU Energy	Dutch Branch Park Sign	116.38	2,706.75
Total 5709 - Marketing Tools					189.97	2,706.75

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02/05/10

Accrual Basis

Benbrook Economic Devt. Corp.

General Ledger

As of January 31, 2010

Type	Date	Num	Name	Memo	Amount	Balance
5714 - Marketing Venues						0.00
Check	1/4/2010	1742	Texas Monthly Custom Publi...	Contract No. DC00103 - 1/3 Squar...	0.00	0.00
Check	1/4/2010	1743	Texas Monthly Custom Publi...	Contract No. DC00103 - 1/3 Squar...	3,348.75	3,348.75
Total 5714 - Marketing Venues					3,348.75	3,348.75
Total 5700 - Other Professional Services					3,538.72	6,055.50
TOTAL					0.00	0.00

Benbrook Economic Devt. Corp.
Profit & Loss
 October 2009 through January 2010

	<u>Oct '09 - Jan 10</u>
Ordinary Income/Expense	
Income	
4101 · EDC Sales Tax	262,185.05
4121 · Interest Earned	2,878.79
4131 · Sign Rental Fees	1,050.00
4191 · Lease/Note Payments	72,245.32
Total Income	<u>338,359.16</u>
Expense	
5000 · Personnel Expenses	
5001 · Salaries	56,601.43
5003 · Stability Pay	4,681.73
5006 · FICA/Medicare	3,899.69
5007 · Insurance	7,217.21
5008 · Retirement	7,591.74
5009 · Workmen's Compensation	3.37
Total 5000 · Personnel Expenses	<u>79,995.17</u>
5100 · Supplies & Materials	
5111 · Office Supplies	643.62
5112 · Postage	85.52
Total 5100 · Supplies & Materials	<u>729.14</u>
5200 · Contractual Services	
5211 · Professional Services	2,093.00
5213 · Legal Services	5,247.00
5217 · Planning Services	1,000.00
5219 · Other Professional Services	210.00
5222 · Auto/Travel/Entertainment	
5222C · Meals	111.99
5222 · Auto/Travel/Entertainment - Ot...	33.09
Total 5222 · Auto/Travel/Entertainment	<u>145.08</u>
5254 · Telephone	1,073.15
5281 · Dues & Memberships	749.00
5288 · City Contract (Office Lease)	2,062.50
Total 5200 · Contractual Services	<u>12,579.73</u>
5300 · Repair & Maintenance	
5311 · Auto Maintenance (2004 Expediti...	3,471.99
5300 · Repair & Maintenance - Other	209.24
Total 5300 · Repair & Maintenance	<u>3,681.23</u>
5400 · Capital Outlay	
5410 · Land Acquisition	72,245.32
Total 5400 · Capital Outlay	<u>72,245.32</u>
5700 · Other Professional Services	
5709 · Marketing Tools	2,706.75
5714 · Marketing Venues	3,348.75
Total 5700 · Other Professional Services	<u>6,055.50</u>
Total Expense	<u>175,286.09</u>
Net Ordinary Income	<u>163,073.07</u>
Net Income	<u><u>163,073.07</u></u>

10:25 AM
02/05/10
Cash Basis

Benbrook Economic Devt. Corp.
Profit & Loss
January 2010

	<u>Jan 10</u>
Ordinary Income/Expense	
Income	
4101 · EDC Sales Tax	111,438.11
4121 · Interest Earned	700.96
4191 · Lease/Note Payments	18,061.33
Total Income	<u>130,200.40</u>
Expense	
5000 · Personnel Expenses	
5001 · Salaries	12,683.18
5006 · FICA/Medicare	872.38
5007 · Insurance	993.44
5008 · Retirement	1,923.61
Total 5000 · Personnel Expenses	<u>16,472.61</u>
5100 · Supplies & Materials	
5111 · Office Supplies	120.25
Total 5100 · Supplies & Materials	<u>120.25</u>
5200 · Contractual Services	
5211 · Professional Services	540.00
5213 · Legal Services	2,812.50
5217 · Planning Services	1,000.00
5222 · Auto/Travel/Entertainment	
5222C · Meals	80.89
5222 · Auto/Travel/Entertainment - Ot...	10.00
Total 5222 · Auto/Travel/Entertainment	<u>90.89</u>
5254 · Telephone	278.62
5281 · Dues & Memberships	146.00
Total 5200 · Contractual Services	<u>4,868.01</u>
5300 · Repair & Maintenance	
5311 · Auto Maintenance (2004 Expediti...	153.90
5300 · Repair & Maintenance - Other	209.24
Total 5300 · Repair & Maintenance	<u>363.14</u>
5400 · Capital Outlay	
5410 · Land Acquisition	18,061.33
Total 5400 · Capital Outlay	<u>18,061.33</u>

10:25 AM
02/05/10
Cash Basis

Benbrook Economic Devt. Corp.
Profit & Loss
January 2010

	<u>Jan 10</u>
5700 · Other Professional Services	
5709 · Marketing Tools	189.97
5714 · Marketing Venues	3,348.75
Total 5700 · Other Professional Services	<u>3,538.72</u>
Total Expense	<u>43,424.06</u>
Net Ordinary Income	<u>86,776.34</u>
Net Income	<u><u>86,776.34</u></u>



Benbrook Economic Development Corporation
911 Winscott Road
P.O. Box 26569
Benbrook, TX 76126-0569

(817) 249-6990
Fax 443-6240
Cell 269-7770

COMMUNICATION

To: BEDC Board of Directors
From: Ron Rainey, PCED
Date: February 22, 2010
Subject: Board Packet Material – Video Recording BEDC Meetings

BEDC Board and City Council Member Jim Wilson addressed City Council on Thursday, February 4, making a motion the City of Benbrook video record all regular meetings of City Council appointed Boards and Commissions. Funds to pay for the video recording are to come from the combination PEG and General Fund accounts.

Cathy Morris, Public Involvement Director, has told BEDC Staff the costs of equipment rental is approximately \$100 to \$125 per hour and video recording and production by CFC is estimated to be \$90 to \$115 per hour. Cost would be expected in the range of \$200 to \$250 per hour for a Benbrook Economic Development Corporation meeting which typically last two hours. The total costs would be approximately \$400 to \$500 per meeting for each of the 12 monthly meetings (\$4,800 to \$6,000 per year).

Please contact Ron Rainey at rrainey@benbrook.org or by calling (817) 249-6990. I can also be reached on my cell phone at (817) 269-7770.



Benbrook Economic Development Corporation
911 Winscott Road
P.O. Box 26569
Benbrook, TX 76126-0569

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COMMUNICATION

To: BEDC Board of Directors
From: Ron Rainey, PCED
Date: February 22, 2010
Subject: Board Packet Material – Meeting Time Change

Benbrook Economic Development Corporation's Board of Directors voted to begin its monthly meeting at 6:30 p.m. with the elimination of a pre-meeting. Newest developments have created a condition in which Staff has determined the pre-meeting may be required and was instigated with this meeting.

Staff would suggest the Board of Directors discuss the meeting time change (pre-meeting at 6:30 and regular meeting at 7 p.m.) and consider changing the starting time of each monthly meeting.

Please contact Ron Rainey at rainey@benbrook.org or by calling (817) 249-6990. I can also be reached on my cell phone at (817) 269-7770.