

**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.

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Attesting Officer

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Presiding Officer