

MINUTES
BENBROOK ECONOMIC DEVELOPMENT CORPORATION
Board of Directors
Regular Meeting
Benbrook City Hall
July 20, 2009

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, July 20, 2009, in the Council Chambers in City Hall at 911 Winscott Road. The presiding officer was President Carrol Crombie. A quorum was present, including the following:

Carrol Crombie, President
Will Higgins, Secretary
Sandy Davis, Treasurer
Dan Tully
Dennis Wood

Absent: Janet Powers, Vice President
Ron Sauma

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

Also Present: Dwight Heard, BEDC Attorney
Jim Wilson, City Councilman

II. CONSENT AGENDA (Items listed under the Consent Agenda are considered routine and are enacted in one motion. The exception to this rule is that a Board member, Citizen, or Executive Director may request one or more items to be removed from the Consent Agenda for separate discussion and action.)

- a. Minutes of BEDC Regular Meeting of June 15, 2009**
- b. Minutes of BEDC Special Meeting of July 6, 2009**
- c. Financial Report for Period Ending June 30, 2009**

Mr. Dan Tully made a motion to accept the Consent Agenda as presented. Mr. William Higgins seconded the motion. President Carrol Crombie called the vote. All voted aye and the motion carried.

III. DIRECTOR'S REPORT

- a. TEDC (Texas Economic Development Council) will be conducting its Quarterly Meeting in Corpus Christi, July 22 – 24, 2009** – Executive Director Ron Rainey reported he would be attending the conference. No action required.

- b. City of Benbrook Quarterly Meeting – July 23, 2009** – Mr. Rainey reminded the BEDC Board the City of Benbrook’s City Council would be hosting the Quarterly Joint Meeting of Boards and Commissions July 23, 2009, at 7:00 p.m. at the Benbrook Public Library and encouraged the Board to attend, if possible. No action required.
- c. NAR Leadership Summit, Chicago – August 23 – 25, 2009** - Mr. Ron Rainey reported as President-elect of GFWAR’s (Greater Fort Worth Association of REALTORS®) SCR (Society of Commercial REALTORS®), he would be accompanying GFWAR’s Executive Director, Sherry Matina, to the National Association of REALTORS® Leadership Summit. All costs associated with the trip will be paid by the GFWAR. No action required.
- d. BEDC Board of Directors’ Strategic Planning Session – August 29, 2009** - Executive Director Ron Rainey informed the Board that a Strategic Planning Session has been scheduled for Saturday, August 29, 2009, at the Benbrook Public Library to begin around 8:00 a.m., with an informal introduction of the BEDC Board members to have a chance to get better acquainted. No finalized agenda has been prepared and any suggestions for items or areas of discussion are certainly welcome. Julie Johncox Siglinger, President, of JP Solutions has been engaged as a facilitator with Amy Wetzel, Vice President of Sales with the Buxton Company to advise the Board on marketing ideas, in particular, retail, and to strategize with Julie in developing an action plan. The anticipated agenda includes a noon catered lunch and invitations to City Council, Planning & Zoning and other Boards and Commissions to give them a recap of the morning session and welcome input from them before finalizing the strategic plan, predominantly upon the decisions and opinions of the BEDC Board. Upon completion of the session, Julie will prepare and submit a written report to the BEDC Board. Prior to the session, Julie will be setting up interviews with various leadership individuals throughout the community to give her an idea of what the community is looking for and the direction in which they wish to move. No action required.
- e. ICSC Texas Conference & Deal Making, November 2 – 4, 2009** – Mr. Rainey reported he will be attending the International Council of Shopping Centers Texas Conference and Deal Making in San Antonio November 2 – 4, 2009. No action required
- f. Update Benbrook Blvd/US377 Improvement Plans** – Mr. Ron Rainey reported Texas Department of Transportation and the City of Benbrook have conducted a number of joint sessions to keep the public, and particularly businesses located on Benbrook Blvd/US377, apprised of the planned improvements to the major thoroughfare. No action required.
- g. Update Walmart Project Progress** – Executive Director Rainey distributed two sets of architectural drawings of the new Walmart building prototype. Officially, the project is still planned for 2011, but there is a possibility of an earlier move up date. No action required

- h. Update Taco Cabana Contract Status** - Mr. Rainey reported no contract had been received to date, but did receive an email indicating Taco Cabana's attorney was on vacation and did receive the contract but has not had an opportunity to review same. No action required

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

- a. Consider Janet Powers' Resignation** – Executive Director Ron Rainey reported Ms. Janet Powers has moved from the city limits of Benbrook and has tendered her resignation for her position on the BEDC Board.

Mr. Sandy Davis made a motion to accept the resignation of Ms. Janet Powers. Mr. Dennis Wood seconded the motion. President Carrol Crombie called the vote. All voted aye and the motion carried.

- b. Consider BEDC FY2007-08 Final Audit Report** – Mr. Rainey reported he received an email from the representative of Weaver & Tidwell indicating she will be out of the office for the remainder of the week, but they are in the process of preparing a letter that accompanies the audit, but same was not received in time for presentation at this meeting. No action required.
- c. Consider Board Training re: Public Information Act** – Mr. Rainey reported the BEDC staff researched the requirements for all Board members to be up to date on the training certification for the Open Meetings Act. All Board members have been provided the information and status of their training and requested to update said status and submit the completion certificates to the EDC staff for submission to the City Secretary. The Board members are not required to complete the Public Information Act training session. At least one member of the BEDC staff is, however, required to complete this training every two years. No action required.
- d. Consider Informal Citizen Comments Procedure Policy** – Executive Director Ron Rainey suggested the BEDC Board consider a formal procedural policy for receiving Informal Citizens Comments during the Board's public meetings, i.e. length of time a Citizen may speak, the tone of the remarks and if the presiding officer feels the presenter poses a threat and enforcement officers should be summoned.

Mr. Dennis Wood made a motion to accept the policy of the City Council on Citizens' comments and procedures as published. Mr. Sandy Davis seconded the motion. President Carrol Crombie called the vote. All voted aye and the motion carried.

- e. **Consider Dutch Branch Park Monument Sign Painting Bids** – Mr. Rainey reported the City of Benbrook requested maintenance of the Dutch Branch Park Monument Sign located at Stephens Road and Benbrook Blvd/US377 in the form of painting said sign. BEDC staff obtained three bids for this project and it is the recommendation of the staff that the bid submitted by Moore Painting located in Aledo in the amount of \$1,300.00 be accepted due to the detailed description of services accompanying the bid.

Mr. Dennis Wood made a motion to accept the bid of Moore Painting to paint the Dutch Branch Park Monument Sign in the amount of \$1,300.00. Mr. William Higgins seconded the motion. President Carrol Crombie called the vote. All voted aye and the motion carried.

- f. **Consider BEDC FY2009-10 Budget Draft – Work Session Schedule** – The BEDC Board scheduled a Budget Review Work Session for August 5, 2009 at 6:30 p.m. in the Central Conference Room at City Hall.

VI. INFORMAL CITIZEN COMMENTS: No action required.

VII. ADJOURNMENT:

There being no further business, the meeting adjourned at approximately 7:10 p.m.

Secretary

Presiding Officer