

AGENDA
BENBROOK ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING
TUESDAY, JANUARY 17, 2023
911 WINSOTT RD., BENBROOK, TEXAS
A quorum of the Benbrook City Council may attend this meeting.

WORK SESSION – 6:30 PM
CENTRAL CONFERENCE ROOM
The Work Session may continue after the Regular Board Meeting adjourns.

1. Review/Discuss the Regular Board Meeting Agenda.
2. Staff Updates (time permitting):
 - a. Welcome new Board Members.
 - b. Discussion of approved projects may include, but are not limited to, the following: Benbrook Blvd./U.S. Hwy. 377, N.W. Winscott Addition, Westpark Corner, Russell Feed & Supply, and/or Lot 1 Block 1 Evans Addition.
 - c. Benbrook development activity.
 - d. Benbrook City Council (action items of interest to the Board).
 - e. Discuss Hometown Pride Recognition Award.
 - f. ED Department items/initiatives/contracts/programs/marketing/activities/events.

REGULAR BOARD MEETING – 7:30 PM
COUNCIL CHAMBERS
All Agenda items are subject to final action.

I. CALL TO ORDER

II. CITIZEN'S PUBLIC FORUM

Citizen's Public Forum provides the public with the opportunity to address the Board on any BEDC matter or item on the agenda. State Law prohibits any deliberation of or formal action regarding items presented during the citizen's public forum. The Board may only make a statement of specific information given in response to the inquiry, recite an existing policy, or request staff place the item on an agenda for a subsequent meeting.

III. ACTION ITEMS

- A. Approve the December 12, 2022, Regular Board Meeting Minutes.
[DRAFT, December 12, 2022, Regular Board Meeting Minutes](#)
- B. Approve Design Concept for the Russell Feed Corner Beautification Project and Authorize President to Sign Needed Documents.
[Staff Report with Attachment A – Conceptual Design](#)

IV. DIRECTOR'S REPORT

- A. Receive Monthly Financial Report for Period Ending December 31, 2022.

V. EXECUTIVE SESSION

Pursuant to the Texas Open Meetings Act:

- A. Section 551.072 – Deliberations Regarding Real Property.
Deliberate the purchase, exchange, lease, or value of real property, as deliberation in an open session would have a detrimental effect on the position of governmental body negotiations with a third person.

- DISCUSS BEDC-OWNED PROPERTY COMMONLY REFERRED TO AS WESTPARK CORNER.

VI. RECONVENE INTO OPEN SESSION

VII. TAKE ANY NECESSARY OR APPROPRIATE ACTION AS A RESULT OF CLOSED EXECUTIVE SESSION

VIII. ADJOURNMENT

The BEDC Board reserves the right to convene in Executive Session on any item on the agenda pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Government Code, in accordance with the authority contained in:

Section 551.071, Consultation with City Attorney

Section 551.072, Deliberation regarding real property

Section 551.073, Deliberation regarding gifts and donations

Section 551.087, Deliberation regarding economic development negotiations

This meeting will be recorded, and the recording will be made available to the public in accordance with the Texas Open Meetings Act, upon written request.

THIS FACILITY IS WHEELCHAIR ACCESSIBLE. FOR SPECIAL ACCOMMODATIONS, OR TO INFORM US OF INACCESSIBILITY TO THIS MEETING, PLEASE CONTACT JESSICA JAMES, DIRECTOR OF ECONOMIC DEVELOPMENT AND MARKETING, AT 817-249-6092. PLEASE CALL 48 HOURS IN ADVANCE IF YOU REQUIRE INTERPRETATIVE SERVICES.



**BENBROOK ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING MINUTES
MONDAY, DECEMBER 12, 2022
911 WINSCOTT ROAD, BENBROOK, TEXAS**

WORK SESSION: The Benbrook Economic Development Corporation (BEDC) Board of Directors met at 7:00 p.m. to discuss the agenda items and review staff updates. The Work Session was held in the Benbrook City Hall Central Conference Room. The Work Session recessed at 7:28 p.m.

Board Members in Attendance:

Gary A. Lindsay	Place 1
Dr. Danyelle Ackall	Place 2, BEDC Secretary
Thomas Casey	Place 4, BEDC Vice President
Kent Williams	Place 5, BEDC President
Gary Crowell	Place 6
Omar P. Aguilar	Place 7

Board Members Not in Attendance:

Vacant	Place 3
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Staff Present: Jessica James, Director of Economic Development and Marketing; Cynthia D. Williams, Assistant Director of Economic Development and Marketing, and Jim Hinderaker, Assistant City Manager

REGULAR SESSION – CONVENED INTO THE COUNCIL CHAMBERS

I. CALL TO ORDER

The BEDC Regular Board Meeting was called to order at 7:30 p.m. on Monday, December 12, 2022, in the Benbrook City Hall Council Chambers, located at 911 Winscott Road, Benbrook, Texas.

President Williams took the opportunity to recognize, Mr. Gary Crowell and thank him for his seven years of service on the EDC Board. “We thank Mr. Crowell for serving both the EDC and the City of Benbrook,” stated Mr. Williams.

II. CITIZEN’S PUBLIC FORUM

President Williams opened the Citizen’s Public Forum to allow citizens to comment on any agenda item. There were no citizen comments.

III. ACTION ITEMS

A. Approve the November 14, 2022, Regular Board Meeting Minutes.

- Mr. Crowell made a motion to approve the November 14, 2022, Regular Board Meeting Minutes as presented.



- Mr. Casey seconded the motion. The motion passed; 6 – 1 with one vacancy.

IV. DIRECTOR'S REPORT

Receive Monthly Financial Report for Period Ending November 31, 2022.

Presentation Highlights:

- Liquid assets as of November 31, 2022:
 - Checking account: \$2,511,379.64
 - Checking account interest earned: \$1,677.05
 - Certificate of Deposit: \$3,858,182.84
 - Total liquid assets: \$6,369,562.48
- Total revenue for November 31, 2022: \$212,474.48. This amount includes:
 - Sales tax revenue for November 31, 2022: \$200,900.76
 - Interest earned on account: \$1,677.05
 - BKV North Texas: \$3,896.67
 - Russell Feed & Supply Payment: \$6,000.00
- Encumbered Funds: \$1,016,074.87. This amount includes:
 - Total current and pending projects: \$983,096.84
 - Total operating expenses for November 31, 2022: \$32,978.03
- Fund balance as of November 31, 2022: \$5,353,487.61

V. ADJOURNMENT

The meeting adjourned at approximately 7:34 p.m.

APPROVED:

KENT WILLIAMS
PRESIDENT

ATTEST:

DR. DANYELLE ACKALL
SECRETARY



Benbrook Economic Development Corporation

DATE:	REFERENCE NUMBER:	SUBJECT:	PAGE:
January 17, 2023	3-B	Approve Design Concept for the Russell Feed Corner Beautification Project and Authorize the President to Sign Needed Documents.	1 of 1

Background

In 2020, the Benbrook Economic Development Corporation (BEDC) approved an Economic Development Performance Agreement with Kenneth Russell in an effort to assist Mr. Russell with building a new store at the site of his existing location. As part of the agreement, the City sold Mr. Russell additional land to expand his business on the corner of Benbrook Boulevard and Mercedes Street. In the agreement, the City retained 4,000 SF of the property directly on the corner in front of Mr. Russell's store in order to showcase public art and branding elements for the community. This agreement was approved by City Council.

Furthermore, a public hearing was held for the FY 20-21 BEDC Budget which included funds for beautification of Benbrook Boulevard. A public hearing was held, and the budget was approved by the BEDC Board and the City Council. A portion of the funds were used for beautification efforts of Benbrook Boulevard; however, the pandemic impacted the building supply chain, and Mr. Russell was not able to build his store during the budget cycle. The remaining funds went back into the BEDC budget, as it was determined that his store would need to be built before the completion of the beautification elements on the 4,000 SF of property.

During the FY 21-22 budget process, a public hearing was held and the BEDC and City Council both approved the remaining portion of the prior FY 20-21 beautification budget of \$332,279 to be used for improvements for the 4,000 SF corner property. However, the funds were not used in FY 21-22 as the store was not completed until the last quarter of the year.

The building completion delay was anticipated in 2021, so during the FY 22-23 budget process the \$332,279 was included in the budget. A public hearing was held and both the BEDC and City Council approved the amount to be used on the corner project once the building was complete.

Proposed Corner Improvements

The EDC Staff has been working with the original architect that provided hardscaping and landscaping ideas for the Board and City Council in 2020. The updated concept (*See Attachment A*) incorporates elements desired by Mr. Russell and is consistent with his business, building materials, and the mural on the side of his building that the EDC had completed. The cost of the total project fits within the \$332,279 approved budget by the BEDC Board and City Council.

Staff Recommendation

Staff recommends the BEDC Board Approve the Design Concept for the Russell Feed Corner Beautification Project and Authorize the President to Sign Needed Documents.

Attachments

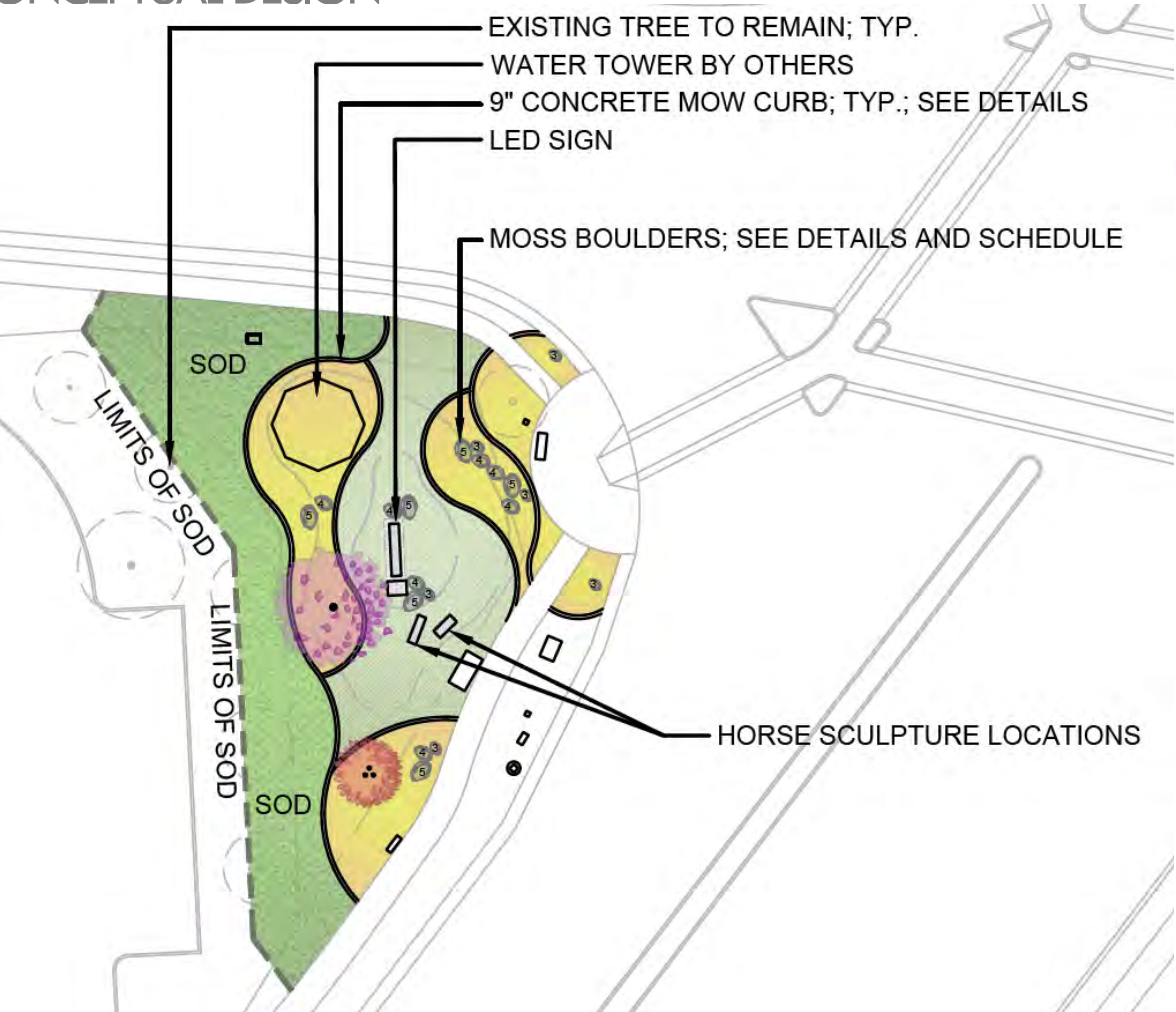
Attachment A - Conceptual Design

SUBMITTED BY: Jessica James	DISPOSITION BY BEDC BOARD: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:
		DATE: January 17, 2023

benbrook conceptual design



CONCEPTUAL DESIGN



PLANT KEY

ORNAMENTAL TREES COMMON NAME



DESERT WILLOW

VITEX

HARDSCAPE COMMON NAME



DECOMPOSED GRANITE

SOD COMMON NAME



UNKNOWN '609' BUFFALO GRASS SOD

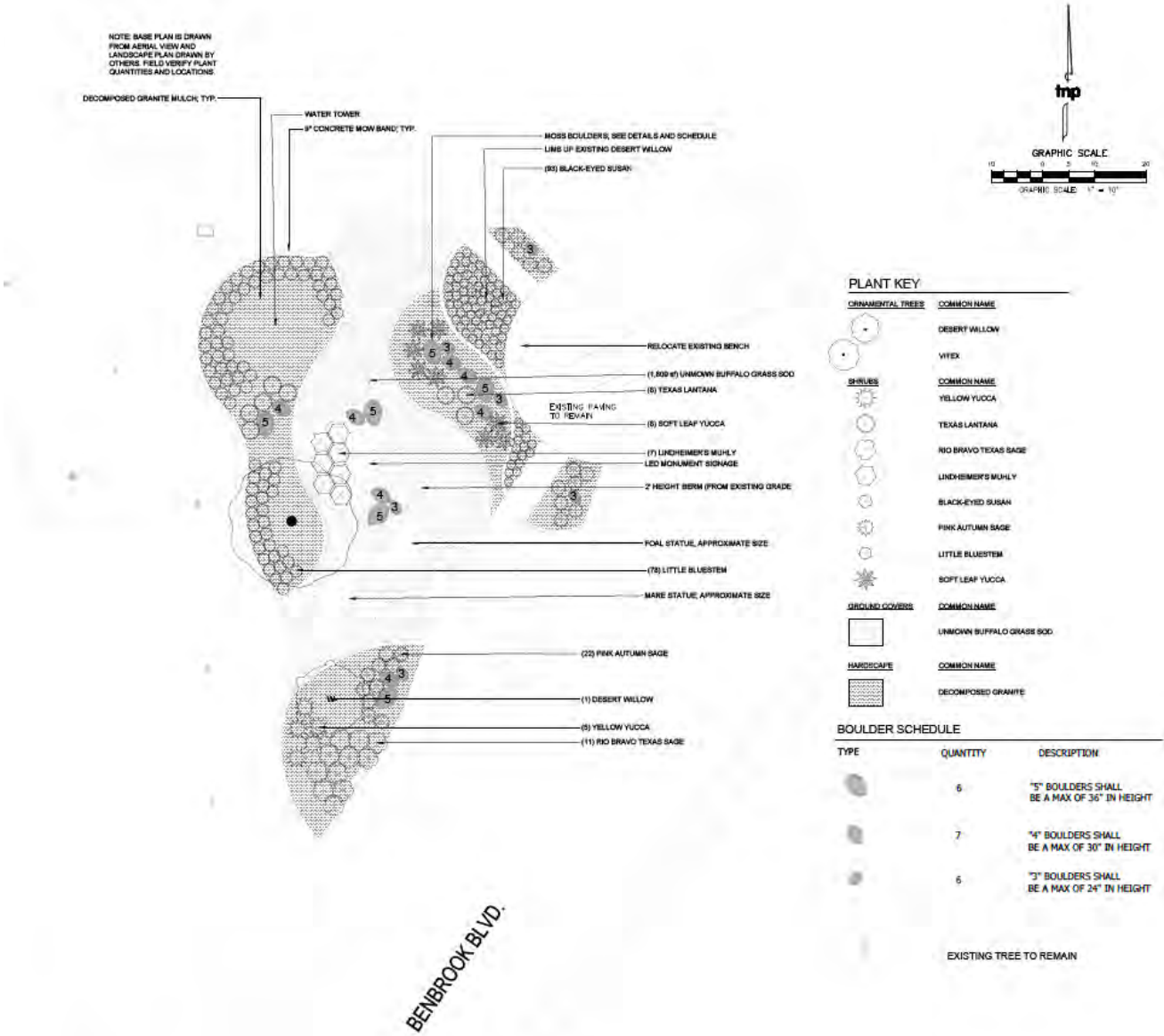


TIF 419 BERMUDA SOD

BOULDER SCHEDULE

TYPE	QUANTITY	DESCRIPTION
5	6	"5" BOULDERS SHALL BE A MAX OF 36" IN HEIGHT
4	7	"4" BOULDERS SHALL BE A MAX OF 30" IN HEIGHT
3	6	"3" BOULDERS SHALL BE A MAX OF 24" IN HEIGHT

CONCEPTUAL DESIGN DETAIL





inspiration images

Water Tower



Horse Sculptures



City of Benbrook Monument Signage



**Ornamental grasses
with boulder**



A photograph of a stone path in a forest. The path is made of large, irregular, light-colored stones and curves through a dense forest of tall, green trees. The text "ornamental trees" is overlaid in the center in a white, bold, sans-serif font.

ornamental trees

Vitex – Chaste Tree



Desert Willow



A photograph of a lush garden scene. In the foreground, a light-colored concrete path curves from the bottom left towards the center. To the right of the path is a large, dense bush of blue hydrangeas with many small, light blue flowers. To the right of the hydrangeas is a clump of tall, green grass. The background is filled with more greenery and a small tree trunk is visible in the upper center. The word "shrubs" is written in white, lowercase, sans-serif font across the middle of the image.

shrubs

Yellow Yucca



Rio Bravo Texas Sage



Softleaf Yucca



Lindheimer's Muhly



Little Bluestem Grass



A photograph of a modern building with a large field of yellow wildflowers in the foreground and trees in the background. The word "perennials" is overlaid in white text.

perennials

Texas Lantana



Pink Autumn Sage



Black Eyed Susan





ground covers

Decomposed Granite



Buffalo Grass

