

AGENDA
BENBROOK ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING
MONDAY, OCTOBER 16, 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. 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.
 - b. Benbrook Development Activity Report.
 - c. Benbrook City Council (action items of interest to the Board).
 - d. ED Department items/initiatives/contracts/programs/marketing/activities/events.

REGULAR BOARD MEETING – 7:00 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 September 18, 2023, Regular Board Meeting Minutes.
[DRAFT September 18, 2023, Regular Board Meeting Minutes](#)
- B. Approve Amending the FY 23-24 BEDC Budget in Order to Carry Over Previously Approved Project Funding from FY 22-23 Totaling \$469,060.69.
[Item 3-B Staff Report](#)

IV. DIRECTOR’S REPORT

- A. Receive Monthly Financial Report for Period Ending September 30, 2023.

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.

- DISCUSS PROPERTY LOCATED AT 9353 BENBROOK BLVD.

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 DEVIN SANDERS, MANAGER OF ECONOMIC DEVELOPMENT AND MARKETING, AT 817-249-6090. PLEASE CALL 48 HOURS IN ADVANCE IF YOU REQUIRE INTERPRETATIVE SERVICES.



**BENBROOK ECONOMIC DEVELOPMENT CORPORATION
REGULAR BOARD MEETING MINUTES
MONDAY, SEPTEMBER 18, 2023
911 WINSOTT ROAD, BENBROOK, TEXAS**

WORK SESSION: The Benbrook Economic Development Corporation (BEDC) Board of Directors met at 6:30 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 6:50 p.m.

Board Members in Attendance:

Gary A. Lindsay	Place 1
Dr. Danyelle Ackall	Place 2, BEDC Secretary
Kristen Melton	Place 3
Kent Williams	Place 5, BEDC President
Phyllis Harkins	Place 6
Omar P. Aguilar	Place 7

Board Members Not in Attendance:

Thomas Casey	Place 4, BEDC Vice President
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Staff Present: Jessica James, Director of Economic Development and Marketing; Sydney Turner, Marketing and Communications Specialist; 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 7:00 p.m. on Monday, September 18, 2023, in the Benbrook City Hall Council Chambers, located at 911 Winscott Road, Benbrook, Texas.

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 August 21, 2023, Regular Board Meeting Minutes.

- Dr. Danyelle Ackall made a motion to approve the August 21, 2023, Regular Board Meeting Minutes as presented.
- Phyllis Harkins seconded the motion. The motion passed; 5–0.

IV. DIRECTOR’S REPORT



Receive Monthly Financial Report for Period Ending August 31, 2023.

Presentation Highlights:

- Liquid assets as of August 31, 2023:
 - Checking account: \$3,596,506.34
 - Checking account interest earned: \$7,342.10
 - Certificate of Deposit: \$3,924,935.47
 - Certificate of Deposit interest earned: \$22,378.23
 - Total liquid assets: \$7,521,441.81
- Total revenue for August 31, 2023: \$251,787.77. This amount includes:
 - Sales tax revenue for August 31, 2023: \$220,935.68
 - Interest earned on account: \$29,720.33
 - BKV North Texas: \$831.76
 - Sign Rental Payments: \$300.00
- Encumbered Funds: \$746,026.79. This amount includes:
 - Total current and pending projects: \$705,159.70
 - Total operating expenses for August 31: \$40,867.09
- Fund balance as of August 31, 2023: \$6,775,415.02

- Board Member Omar P. Aguilar, Place 7, arrived at the meeting at approximately 7:05 p.m.

V. EXECUTIVE SESSION

The Board convened into Executive Session at approximately 7:07 p.m. to discuss the items below.

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.
- DISCUSS PROPERTY LOCATED AT 9353 BENBROOK BLVD.

VI. RECONVENE INTO OPEN SESSION

The BEDC Board reconvened into open session at 7:36 p.m.

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

No action necessary.

VIII. ADJOURNMENT



The meeting adjourned at approximately 7:36 p.m.

APPROVED:

KENT WILLIAMS
PRESIDENT

ATTEST:

DR. DANYELLE ACKALL
SECRETARY



Benbrook Economic Development Corporation

DATE:	REFERENCE NUMBER:	SUBJECT:	PAGE:
October 16, 2023	3-B	Approve Amending the FY 23-24 BEDC Budget in Order to Carry Over Previously Approved Project Funding from FY 22-23 Totaling \$469,060.69.	1

Background

During the FY 22-23 Budget process, the Benbrook Economic Development Corporation (BEDC) held a public hearing and both the BEDC and the Benbrook City Council approved \$518,279 for the beautification of Benbrook Blvd., including the corner project in front of the Russell Feed Store. In 2023, the BEDC also held a public hearing and approved an incentive for 3500 Williams Road for exterior improvements in the amount of \$195,000. Unfortunately, these three projects were not able to be completed during the fiscal year.

FY 23-24 Budget Amendment

In order to complete the three projects, the current approved FY 23-24 BEDC Budget will need to be amended to include the remaining balances of these projects totaling \$469,060.69. This will include carrying over the following amounts to each project budget item as follows:

- Benbrook Blvd. \$281,783
- Russell Feed & Supply \$181,371.39
- 3500 Williams Road \$5,906.30

RECOMMENDATION

Staff recommends the Benbrook Economic Development Corporation (BEDC) Board of Directors approve Amending the FY 23-24 BEDC Budget in Order to Carry Over Previously Approved Project Funding from FY 22-23 Totaling \$469,060.69.

SUBMITTED BY: Jessica James	DISPOSITION BY BEDC BOARD: <input type="checkbox"/> APPROVED <input type="checkbox"/> OTHER (DESCRIBE)	PROCESSED BY:
		DATE: October 16, 2023