

**AGENDA**  
**BENBROOK ECONOMIC DEVELOPMENT CORPORATION**  
**REGULAR BOARD MEETING**  
**MONDAY, FEBRUARY 12, 2024**  
**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 January 16, 2024, Regular Board Meeting Minutes.  
[DRAFT January 16, 2024, Regular Board Meeting Minutes](#)
- B. Approve Amending the FY 23-24 BEDC Budget in the Amount of \$275,000 to Fund the Approved JVEP Commerce Centre, LLC Economic Development Incentive.

**IV. DIRECTOR’S REPORT**

- A. Receive Monthly Financial Report for Period Ending January 31, 2024.

**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 THE BENBROOK ECONOMIC DEVELOPMENT CORPORATION AT 817-249-6990. PLEASE CALL 48 HOURS IN ADVANCE IF YOU REQUIRE INTERPRETATIVE SERVICES.**



**BENBROOK ECONOMIC DEVELOPMENT CORPORATION  
REGULAR BOARD MEETING MINUTES  
TUESDAY, JANUARY 16, 2024  
911 WINSOTT ROAD, BENBROOK, TEXAS**

**WORK SESSION:** The Benbrook Economic Development Corporation (BEDC) Board of Directors met at 6:31 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 6:55 p.m.

Board Members in Attendance:

Gary A. Lindsay	Place 1
Dr. Danyelle Ackall	Place 2, BEDC Secretary
Kristen Melton	Place 3
Thomas Casey	Place 4, BEDC Vice President
Kent Williams	Place 5, BEDC President
Phyllis Harkins	Place 6
Omar P. Aguilar	Place 7

Board Members Not in Attendance: All Board Members were in attendance.

Staff Present: Jessica James, Director of Economic Development and Marketing; Devin Sanders, Manager 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 Tuesday, January 16, 2024, 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 December 18, 2023, Regular Board Meeting Minutes.

- Mr. Lindsay made a motion to approve the December 18, 2023, Regular Board Meeting Minutes as presented.
- Mr. Casey seconded the motion. The motion passed; 7–0.

B. Election of 2024 BEDC Officers (President, Vice President, and Secretary).



- President Williams requested nominations for the 2024 BEDC Board President. Mr. Lindsay nominated Mr. Williams to serve as the 2024 BEDC Board President. Ms. Harkins seconded the motion. Ms. Sanders conducted a roll call vote of the Board. The motion passed; 6–0; Mr. Williams abstained from the vote.
- President Williams requested nominations for the 2024 BEDC Board Vice President. Ms. Harkins nominated Mr. Casey to serve as the 2024 BEDC Board Vice President. Gary A. Lindsay seconded the motion. Ms. Sanders conducted a roll call vote of the Board. The motion passed; 6–0; Mr. Casey abstained from the vote.
- President Williams requested nominations for the 2024 BEDC Board Secretary. Ms. Melton nominated Dr. Ackall to serve as the 2024 BEDC Board Secretary. Ms. Harkins seconded the motion. Ms. Sanders conducted a roll call vote of the Board. The motion passed; 6–0; Dr. Ackall abstained from the vote.

The Board modified the order of the agenda after they voted on Action Item 3B and convened into Executive Session.

The Board returned to Action Item 3C after the Executive Session and finished the meeting according to the agenda.

- C. Conduct a Public Hearing for a proposed Economic Development Incentive for JVEP Commerce Centre, LLC in an amount not to exceed \$514,000.
- The Public Hearing opened at 8:31 p.m.
  - There were no citizens present to speak.
  - Dr. Ackall made a motion to close the Public Hearing.
  - Ms. Harkins seconded the motion. The motion passed; 7–0.
  - The Public Hearing closed at 8:33 p.m.
- D. Consider and Approve an Economic Development Incentive for JVEP Commerce Centre, LLC in an amount not to exceed \$514,000, and authorize the BEDC President to approve and sign an agreement as to form.
- Dr. Ackall made a motion to approve an Economic Development Incentive for JVEP Commerce Centre, LLC in an amount of 60% of the actual cost of the project not to exceed \$275,000 and authorize the BEDC President to approve and sign an agreement as to form.
  - Ms. Melton seconded the motion. The motion passed; 7–0.

#### **IV. DIRECTOR'S REPORT**

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

Presentation Highlights:



- Liquid assets as of December 31, 2023
  - Checking account: \$4,363,653.78
  - Checking account interest earned: \$9,026.85
  - Certificate of Deposit: \$3,970,077.63
  - Total liquid assets: \$8,333,731.41
- Total revenue for December 2023: \$204,998.45 This amount includes:
  - Sales tax revenue for December 2023: \$170,932.97
  - Interest earned on account: \$31,662.46
  - BKV North Texas, LLC: \$1,353.02
  - Industrial Park Monument Sign Rental: \$1,050
- Encumbered Funds as of December 31, 2023: \$747,583.74 This amount includes:
  - Total current and pending projects: \$718,914.46
  - Total operating expenses for December 2023: \$28,669.28
- Fund balance as of December 31, 2023: \$7,586,147.67

## **V. EXECUTIVE SESSION**

The Board convened into Executive Session at approximately 7:05 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.
- B. Section 551.087 – Deliberation Regarding Economic Development Negotiations. (2) Deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).
  - DISCUSS AN INCENTIVE FOR JVEP COMMERCE CENTRE, LLC.

## **VI. RECONVENE INTO OPEN SESSION**

The BEDC Board reconvened into open session at 8:31 p.m.

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

No action necessary.

However, the Board did return to the remaining Action Items and received the Directors Report before adjourning.



## **VIII. ADJOURNMENT**

The meeting adjourned at approximately 8:43 p.m.

### **APPROVED:**

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**KENT WILLIAMS**  
**PRESIDENT**

### **ATTEST:**

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**DR. DANYELLE ACKALL**  
**SECRETARY**