

**MINUTES OF REGULAR MEETING
BELLVILLE ECONOMIC DEVELOPMENT CORPORATION
BELLVILLE CITY HALL
30 SOUTH HOLLAND STREET
THURSDAY, SEPTEMBER 3, 2020
5:30 P.M.**

The Board of Directors reserve the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by Title 5, Chapter 551, of the Texas Government Code: 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551-076 (Deliberations about Security Devices), 551-086 (Deliberations about competitive matters), and 551.087 (Deliberations about Economic Development Matters).

1. Call to Order, Invocation and Pledge. **5:30 pm by President Garrett Dornon. Paul Jones gave invocation.**
2. Roll Call and Certification of a Quorum. **Present: Rhonda Dean, Garrett Dornon, Matt Dundrea, Trey Werner, Paul Jones, Ric Flores. Absent: Reesa Ueckert. Quorum certified.**
3. Consideration and Action to Approve the Agenda as Posted. **Mr. Flores made a motion to approve the Agenda as posted. 2nd by Mr. Werner. Unanimous. Motion carries.**
4. Petitions and Requests from the Public
(Members of the public that have completed the Sign-In Sheet who wish to speak either on agenda items, or non-agenda items, will be given three (3) minutes during the Public Comment portion of the meeting. Speakers wishing to speak at the beginning of a specific agenda item/s will also be given three (3) minutes to speak at the beginning of that agenda item if they have completed the Sign-In Sheet. In accordance with the Texas Open Meetings Act, the Board of Directors will not discuss or consider any items addressed during this agenda item. However, the President or Executive Director may make statements of fact, for example, identifying the procedure for reporting an issue or referring the speaker to the cognizant agency or individual.) **Daniel Bonk, Hospital Administrator from San Antonio introduced himself and was glad to be here in Bellville at our Hospital.**
5. Questions and Comments from Board Members
(Discussion is limited to statements of policy or statements of factual matters, or the request of a matter to be placed on the next meeting's agenda.) **NONE**
6. Executive Director Report.

Website Update

Clark Park Update

Train Depot conversation

Meeting with Land Development Group about Housing Project

BEDC Workshop with City Council

Internet Providers coming to Bellville

Courthouse Square Alleys Upgrade

7. CONSENT AGENDA

(Routine matters thought to require little or no deliberation by the Board of Directors may be placed on a consent agenda, which shall be treated as one agenda item. At any time prior to the call for a vote on the consent agenda, any director of the Board may request that one or more items may be removed from the consent agenda and handled separately in the same manner as a regular agenda item.)

Consideration and Action to Approve Minutes of Previous Meetings Held:

Special Meeting, August 20, 2020

Mr. Dundrea made a motion to approve Minutes of the Special Meeting, August 20, 2020. 2nd by Mr. Jones. Unanimous. Motion carries.

8. Consideration and Action to Approve August 2020 Treasurer's Report, Payment of Outstanding Bills, and Investments. **Bills presented for payment for a total of \$ 6,963.80:**

- **City of Bellville – utilities \$174.58, \$60.07, \$432.25**
- **Network Solutions – Website update \$59.90**
- **Charlene Wehring CPA – August 2020 Accounting \$475**
- **Bellville Times – August 2020 Classified Ads \$56**
- **Paramount Promotions – August 2020 Executive Director Services \$5000**
- **Austin County News Online September 2020 meeting Video \$75**
- **Brown Hofmeister \$ 376**
- **Jerry Olsen \$255**

Mr. Jones made a motion to approve August 2020 Treasurer's Report, Payment of Outstanding Bills, and Investments. 2nd by Mr. Dundrea. Unanimous. Motion carries.

9. Consideration and Action to Approve the Advertising and Tourism Report for August 2020 from the Bellville Chamber of Commerce. **Mr. Flores made a motion to approve the Advertising and Tourism Report for August 2020 from the Bellville Chamber of Commerce. 2nd by Mr. Werner. Voting yes: Rhonda Dean, Ric Flores, Trey Werner, Matt Dundrea, Abstaining: Paul Jones. Motion carries.**

10. Consideration and Action as needed to authorize President to renew the Marketing Consultant - Independent Contractor Agreement with the Bellville Chamber of Commerce effective October 1, 2020. **Mr. Jones made a motion to authorize President to renew the Marketing Consultant – Independent Contractor Agreement with the Bellville Chamber of Commerce Effective October 1, 2020. 2nd by Mr. Flores. Unanimous. Motion carries.**

11. Consideration and Action as needed to authorize President to renew the Marketing & Promotion Performance Agreement with the Bellville Chamber of Commerce effective October 1, 2020. **Mr. Flores made a motion to authorize President to renew the Marketing and promotion Performance Agreement with the Bellville Chamber of Commerce effective October 1, 2020 for the advertising only and paper products. 2nd by Mr. Jones. Unanimous. Motion carries.**

12. Consideration and Action as needed related to the accounting method for recording contingent liabilities and BEDC sponsored projects. **Mr. Dundrea made a motion to report grants when approved as Contingent Obligations and book as Grant Expense when Applicant has performed and EDC board has approved payment. 2nd by Mr. Werner. Unanimous. Motion carries.**

13. Consideration and Action as needed related to the financial report format and invoice payment procedure recommended by the Finance committee. **Mr. Dundrea made a motion to revise Balance Sheet and Profit & Loss Statement formats and Payment Procedures as follows:**
- **Balance Sheet: Show cash accounts followed by certificates of deposit with a subtotal for Cash & Investments. Under Equity, replace “Unrestrict (retained earnings)” with “Retained Earnings.**
 - **Profit & Loss Statement:**
 - (1) **Change “Grant” to “Grant Expense”**
 - (2) **Under “Grant Expense” show “Grants \$10,000 and Above and “Grants < \$10,000”**
 - (3) **Add “Grant Expense” subtotal line**
 - (4) **Show “Maintenance and Utilities” as a separate category line below.**
 - **Payment Procedures: Instead of booking expenses and printing checks in advance of receiving board approval to pay, proposed payments will be submitted to the board for approval and, if approved, the expenses will be booked and checks printed, signed and delivered or mailed.**
- 2nd by Mr. Jones. Unanimous. Motion carries.
14. Consideration and Action as needed to establish a Minimum Fund Balance. **Mr. Jones made a motion to establish a Minimum fund Balance of \$150,000. 2nd by Mr. Dundrea. Unanimous. Motion carries.**
15. Consideration and Action as needed related to the amendments to the Bellville EDC 2019-2020 Annual Budget. **Mr. Dundrea made a motion to approve the amendments to the Bellville EDC 2019-2020 Annual Budget. 2nd by Mr. Flores. Unanimous. Motion carries.**
16. Consideration and Action as needed related to the conditional transfer of improvements (Bell Street) fixed asset to the City of Bellville effective October 1, 2020. **Mr. Dundrea made a motion to have a conditional transfer of Bell Street off of the BEDC balance sheet and continue maintenance obligations under contract. 2nd by Mr. Flores. Unanimous. Motion carries.**
17. Consideration and Action as needed related to the conditional transfer of improvements (SFA Bust) fixed asset to the City of Bellville effective October 1, 2020. **No Action.**
18. Consideration and Action as needed related to the conditional transfer of land and improvements (Bishop Pavilion) to the City of Bellville effective October 1, 2020. **Mr. Werner made a motion to have an executive session to discuss item #18 pursuant to Texas Local Government Code Sec. 551.072 (real property negotiations). 2nd by Mr. Dundrea. Unanimous. Motion carries.**

Recess Regular meeting at 7:40 pm

Convene into Executive Session at 7:44 pm

Recess Executive Session at 8:02 pm

Reconvene into Regular Meeting at 8:04 pm

No Action.

19. Committee Reports

- a. Quiet Zone Committee. **Estimated completion date April, 2021.**
- b. Community Relations Committee
- c. EDC Administration Committee
- d. Turnverein Committee
- e. Finance Committee
- f. Short Term Rental Committee
- g. Other Committees

20. Executive Session under Texas Government Code Section 551.701, 551.072 and 551.087 to discuss legal matters with attorney, real property negotiations and/or economic development negotiations.
NONE

21. Action on matters considered in Executive Session. **No Action.**

22. Adjournment. **Mr. Flores made a motion to adjourn. 2nd by Mr. Dundrea. Unanimous. Motion carries. Meeting adjourned at 8:07 pm**