

Minutes  
Regular Meeting  
Bellville Economic Development Corporation

Date of Meeting: October 3, 2019  
Time of Meeting: 5:30 P.M.  
Location: Council Meeting Room, Bellville City Hall  
30 South Holland St., Bellville, TX 77418

1. Call to Order, Invocation and Pledge
2. Roll Call and Certification of Quorum **Present: Paul Jones (remote by Skype), Reesa Ueckert, Rhonda Dean, Pat Burns, Danny Jacob, Garrett Dornon, Ric Flores. Quorum certified.**
3. Consideration and Action to Approve the Agenda as Posted **Mr. Flores motion to approve, Mr. Jacob 2<sup>nd</sup>. Motion approved unanimously.**
4. Public Comment (3-Minute Remarks of Speakers who have completed Sign-in Sheet) AND Receipt of Grant Applications **Dan Keele spoke to introduce himself to the community, he sells insurance and is a practicing attorney.**
5. Questions and Comments from Board Members (discussion is limited to statements of policy or statements of factual matters, or the request that a matter be placed on the next meeting's agenda). **Mr. Jacob said he noticed an area of greenery near the Pavilion had died. Apparently, a water pipe had been broken. Suggested changing the landscaping in that area to rock. Asked this be put as an agenda item next month. Ms. Ueckert stated she had 3 different business owners approach her to complain about how high their City utility bill has been lately. Mr. Dornon & Mr. Jones attended the State Sale Tax seminar. Mr. Dornon asked that board members fill out the self-assessment form by the next meeting.**
6. Consideration and Action to Approve Minutes of Previous Meeting held **Mr. Jacob motion to approve, Ms. Dean 2<sup>nd</sup>. Motion approved 5-0, Mr. Jones abstained.**
7. Consideration and Action to Approve Treasurer's Report, Payment of Outstanding Bills, and Investments. **Mr. Flores presented report. The report included the new format for showing contingent liabilities for Storefront Grants and Special Projects called Committed Fund balance. Total current assets are \$824,021.34. The total Committed fund balance is \$304,390.94. Income for the month was \$24,120.89. Mr. Flores pointed out that is the last month of the '18-'19 fiscal budget. Total income for the year was \$304,097.58 vs budgeted \$272,351.74. Mr. Flores also noted that \$175 had been allocated to the City of Bellville as half month payment for bookkeeping, but City Council had rejected the contract so that check would need to be destroyed. A CD at Austin County State Bank was also ready to be rolled over. Bills presented for payment: \$141.20, \$57.02 & \$104.50 to City of Bellville for Utilities. \$1,800 to Public Admin. Consulting for Strategic Vision Process, \$296.61 to Pat Burns for reimbursement for purchase of Downtown Holiday lights, \$210.00 to Jerry Olson for website, \$175 and an amount not to exceed \$100 (\$61.89) to Paul Jones for reimbursement for Sales Tax Workshop and reimbursement for Web Hosting payments, \$177.48 reimbursement to Garrett Dornon for Mileage for Sales Tax Workshop, \$350 & \$175 to LeAnn Luedeker for October and ½ September accounting services. \$700 to All Out Outdoors for Lawn Maintenance, \$70.50 to Brown & Hofmeister for legal services, and \$1,000 to Bellville Urgent Care for sign grant. Mr. Burns made a motion to approve the report and pay bills as presented. Ms. Ueckert 2<sup>nd</sup>. Motion approved unanimously.**
8. Consideration and Action to Approve the Advertising and Tourism Report from the Chamber of Commerce. **Sabrina Sandoval outlined the activities of the Chamber Marketing committee for the past 3 months, and mentioned the account was getting low. At that point it was realized that the board needed to include the semi-annual**

payment to the Chamber for the Marketing budget and the contract services for Marketing. Mr. Burns made motion to rescind his earlier (#7) motion, Ms. Ueckert 2<sup>nd</sup>. Motion approved unanimously. Mr. Burns then made motion to approve previous motion to pay bills as presented (and noted above) but adding a total of \$12,000 and \$12,500 to Bellville Chamber of Commerce for Advertising and Contract for services, and to remove Ruffus Pleasant sign grant from Contingent liabilities (time expired), destroy \$175 check to City of Bellville, and approve rollover of CD 6018483 in the amount of \$204,334.80 at Austin County State bank at best rate available. Ms. Ueckert 2<sup>nd</sup>. Motion approved unanimously. Mr. Burns then made motion to approve Chamber Marketing report, Ms. Ueckert 2<sup>nd</sup>. Motion approved unanimously.

9. Consideration and Action as needed on Austin County New Online, Inc. proposal for videography services Greg Steussel from Austin County News Online that he provide video services of EDC meetings. Mr. Steussel would record EDC meetings at a rate of \$75 a meeting, then post the meetings on the web service Vimeo, which does not have commercials. Links would be posted at Austin County Online and the EDC website. Mr. Steussel provides similar services for the Austin County Commissioners court, as well as Sealy City Council and Sealy EDC. His recordings can serve as a legal record of the meetings. Mr. Burns motion to approve agreement for videography services at \$75 a meeting with Austin County News Online. Ms. Ueckert 2<sup>nd</sup>. Motion approved unanimously.
10. Consideration and Action as needed on Storefront Grant for Tienda West, LLC, 310 E. Main St. Grant was presented for Tienda West, which would be a new retail shop. The grant asks for matching funds for \$18,000 in parking lot improvements. The EDC's portion would be up to \$9,000. The shop is next to the Silver Saddle restaurant. The improvements would remove flower beds from in front of the building and put in new concrete. There was discussion on the importance of easy access parking for retail shops, and whether the amount of the grant might excessive. There was also discussion that the budget for the Grant program would be limited in this fiscal year. Mr. Dornon confirmed that the request fit within the Guidelines for the program. Mr. Burns motion to approve up to \$9,000 for the grant. Ms. Ueckert 2<sup>nd</sup>. Motion approved unanimously.
11. Consideration and Action as needed on Amending Storefront Grant Program. Mr. Dornon had discussed with the board attorney whether it would be possible to place liens on grant recipients' property. Ms. Ueckert stated the idea had come up specifically in the cases of Short Term rentals, asking the question how could the board react in the case a grant was made to a short term rental, but that property was either then sold and turned into long term rentals, no longer paying Hotel tax. Mr. Burns asked about the cost of placing and removing liens. Mr. Jones expressed concern about using liens on non short term rental properties, and whether that would have a chilling effect on applications for the program, and how that might affect property owners if a tenant is the grant recipient. Mr. Jones made motion to table action, Mr. Flores 2<sup>nd</sup>. Motion approved unanimously. Mr. Jacob and Ms. Ueckert agreed to investigate the issues raised. Mr. Dornon requested adding changes to Storefront Grant application to next meeting.
12. Consideration and Action as needed on BEDC accounting services agreement. City Council turned down a proposed contract to have the CFO provide accounting services to the EDC. Mr. Jacob then reached out to Charlene Wehring CPA about providing the services that Ms. Luedeker had provided to the board. Ms. Wehring's firm would provide the full services as outlined in the agreement for \$475 a month, and provide a dedicated contact. Mr. Burns motion to approve agreement, Ms. Dean 2<sup>nd</sup>. Motion approved unanimously.
13. Consideration and Action as needed on BEDC debit card. Mr. Flores asked that the board authorize a debit card to pay for charges that can't be normally handled by

**check such as web hosting fees. There was discussion on policy. Ms. Ueckert and Mr. Flores would come up with language. Mr. Burns said the card should have the same policy as checks, with no spending unless authorized in advance. Mr. Burns made motion to approve obtaining a debit card from First National Bank, and to give permission to pay web hosting fees and other fees to be approved in advance. Mr. Jacob 2<sup>nd</sup>. Motion approved unanimously.**

14. Committee Reports

a. Quiet Zone Committee **Mr. Burns stated that the consultant, the City and stakeholders BNSF & TXDOT had exchanged letters on the QZ application. TXDOT decided to file their own separate comments on the QZ and everyone was waiting for them to do so.**

b. Community Relations Committee

c. Strategic Plan Committee **Mr. Flores said the committee was preparing to write its report, and should present it to Council in November. More than 190 members of the community had responded to the survey, and Mr. Flores said he was pleased that most of the comments matched the concerns the committee was working on.**

d. EDC Administration Committee

e. Other committees

15. Executive Session under Govt. Code Sec. 551.071, 551.072 and 551.087 to discuss legal matters with attorney, real property negotiations, and/or economic development negotiations. **Began at 7:14. Ended at 7:28**

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

17. Adjournment. **7:29**