



**CITY OF BANDERA
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL MEETING**

Bandera City Hall, 511 Main Street, Bandera, Texas

Monday, April 17, 2023, at 6:00 PM

511 Main St. • PO Box 896 • Bandera, Texas 78003 • P: (830) 796-3765 • F: (830) 796-4247

MINUTES

I. Call to order

The meeting was called to order at 6:01pm

PRESENT

Andrea Jankoski

Laura Devenport

Alan Arterbury – showed up late

Lindsay Barnett

Elaine Good

II. Pledge of Allegiance

All stood for the pledge of allegiance.

III. Comments

Jankoski thanked board members for stepping up during the transition and Laura agreed that it takes a team effort.

IV. Consent Agenda

a) Invoices due

Motion made by Devenport to accept the Consent Agenda. Seconded by Barnett
All in favor, none opposed. Motion passed.

V. Discussion and possible action on the following items:

a) Removal of personal email addresses from the BEDC website

Discussion included the frequency of BEDC member's email addresses being hacked.

Motion made by Devenport to remove personal email addresses from the BEDC website. Seconded by Good.
All in favor, none opposed.

- b) Board member access to QuickBooks
(Arterbury showed up)

Motion made by Devenport to allow read-only access to board members and the administrative assistant to have the ability to do entries. Seconded by Good
All in favor, none opposed.

- c) Purchase of an external hard drive to back up EDC data.

Motion made by Devenport to purchase an external hard drive and carrying case not to exceed \$125. Seconded by Barnett
All in favor, none opposed.

- d) Resolution regarding FIF grant in the amount of \$49,500 to be paid to the City of Bandera.

There was discussion that this amount was budgeted FY22-23 and approved by City Council. Resolution 2022-004 needed the amounts throughout the document to be consistent and to be formally approved by the EDC Board before payment is issued.

Motion was made by Devenport to approve the Resolution with the corrections.
Seconded by Barnett

All in favor, none opposed.

- ~~e) Resolution regarding the TWDB grant in the amount of \$42,500 to be paid to the City of Bandera~~

~~This item was scratched from the agenda due to prior approval.~~

- f) Amendment to BEDC agreement with Main Street Shops and Lofts to mirror the amendment made by the City of Bandera.

Motion made by Devenport to approve the amendment. Seconded by Barnett
All in favor. None opposed.

- g) Budget amendment in the amount of \$30,000 for line item 47012 – Hotel Infrastructure.

There was discussion that this amendment is needed to pay an invoice from FY21-22 that was budgeted but not spent due to compliance issues. \$30,000 should have been carried over to FY22-23 but was not. Budget will need to go to City Council for approval.

Motion made by Barnett to approve budget amendment. Seconded by Devenport
All in favor, none opposed.

At 6:25pm, Open Session ended.

VI. CLOSED SESSION

- a) The Bandera Economic Development Corporation will meet in closed executive session pursuant to Texas Government Code Section 551.074, Personnel Matters; to wit: to review applications submitted to the BEDC for the Administrative Assistant position.

Closed session called to order at 6:28PM

VII. ACTION FOLLOWING CLOSED SESSION

- a) The BEDC will reconvene in open session to discuss and take possible action on item

VI (a)

At 6:54 PM, open session was reconvened.

Discussion included assigning duties to move forward with two (2) applicants. Barnett will provide city employment applications to the candidates and investigate social media. Arterbury will perform background checks. Devenport will check references.

Motion made by Barnett to move forward with interviewing applicants Charlsie Brown and Roxanne Yoder during executive session at our next regular meeting. Seconded by Devenport.

All in favor. None opposed.

VIII. Requests and Announcement

Good mentioned a discussion with Council member Palmer regarding the usage of the Buck Creek property for campsites or parking for the Eclipse in April 2024

Devenport would like to discuss wayfinding printing costs and the bollards to protect the wayfinding signs.

Devenport would like to consider training for EDC directors.

Arterbury expressed concern regarding EDC members violating quorum rules and suggested consulting the attorney.

IX. Adjourn

Meeting was adjourned at 7:18 PM

/s/ Andrea K Jankoski

Andrea K. Jankoski, EDC president