

## City of Bandera



### ECONOMIC DEVELOPMENT CORPORATION

### REGULAR MEETING

Bandera City Hall, 511 Main Street, Bandera, Texas

**Tuesday, April 15, 2025 at 6:00 PM**

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

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#### MINUTES

##### 1. Call to order.

Lynn Palmer, EDC Secretary, called the meeting to order at 6:00. Before the meeting was called to order, Judge Mike Towers swore in the new Directors: Patricia McMullan, Bethany Tankersley, and Eric Cothran.

##### 2. Present

Eric Cothran Patricia McMullan Lynn Palmer Bethany Tankersley Debbie Breen (joined the board at 6:11 Laura Devenport (absent) Manny Longoria (absent)

##### 3. Pledge of Allegiance.

All stood for the Pledge.

##### 4. Announcements.

None

##### 5. Citizen Comments (please keep comments to 3 minutes).

No Citizen Comment

##### 6. Consent Agenda.

- A) Minutes for March 18, 2025, Regular Meeting
- B) EDC financials
- C) Frontier Times Museum Performance Agreement
- D) City of Bandera TNR Performance Agreement
- E) Approval of the following invoices for payment:

1. Bandera Bulletin \$65.00 invoice 17995 Facebook Help Wanted Ad 3/26/2025
2. Bandera Bulletin \$29.50 invoice 18003 classified word ad 4/2/2025
3. QuickBooks \$105.53 invoice 10001386475014 4/8/2025
4. Messer and Fort \$280.50 invoice 26171 4/8/2025
5. Bandera Prophet \$20.00

Lynn Palmer made a Motion to Approve the Consent Agenda, Second by Patricia McMullan, all in favor, none opposed. Motion Passed

**7. Discussion and possible action on the following items:**

**a. Elect a new President and other officer if needed.**

Patricia McMullan made a Motion to Appoint Manny Longoria President, Second by Eric Cothran, all in favor, none opposed. Motion Passed.

**b. Elect an Investment Officer and approve online training**

Lynn Palmer made a Motion to Appoint Debbie Breen, Second by Bethany Tankersley, all in favor, none opposed. Motion Passed.

**c. Presentation by Bandera Honors Veterans Parade regarding Promotional Funding application request to assist in promotion of the Veterans Day Parade scheduled for November 8, 2025, in the amount of \$1,200.**

Susan Junker made the presentation. Tabled to next meeting to discuss the amount of funding.

**d. Review coverage and renewal of CNA Surety Bond payment for 1,200.00 due May 14, 2025 or other options.**

Patricia McMullan recused herself from the discussion and vote, submitted a written statement for the record. Lynn Palmer made the Motion to Renew the Surety Bond a \$1,900.00, Second by Debbie Breen, some discussion on adding the investment officer, combining Investment Officer and Treasurer, consulting Kirk McMullan regarding reduce cost if positions are combined. All in favor, none opposed. Motion Passed.

**e. Review findings of the 2023 - 2024 audit from Neffendorf and Blocker.**

Lynn Palmer made the Motion to Postpone until the Auditors are available to review the Audit with the Board

**f. Process to hire an Administrative Assistant**

Motion to request Applications to be sent to the Board members for review, Second by Eric Cothran, discussion to set a Special Meeting to Hire an Administrative Assistant

**g. Main Street Shops and Lofts Job Training 2023-2024**

Best Western representative Mashayla Hurdlebrink spoke on behalf of the hotel. Stated all obligations were met according to the contract. Invoice was sent April 2024 and has not been paid. Discussion by the Board to be able to review the contract. Lynn Palmer made a Motion to Table the item for the next meeting, Second by Eric Cothran, all in favor none opposed. Motion Passed

**8. Comments from the Board.** None

**9. Future agenda items.**

EDC 101 with Attorney, Joint Workshop with City Council on May 20, 2025 next regular meeting. Adopt proper Bylaws.

**10. Adjourn**

Motion made by Lynn Palmer, Seconded by Debbie Breen, all in favor, none opposed. Meeting adjourned at 6:53p.m.