



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

Bandera City Hall, 511 Main Street, Bandera, Texas
Tuesday, December 16, 2025 at 6:00 PM

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

AGENDA

- 1. Call to order.**
- 2. Pledge of Allegiance.**
- 3. Announcements.**
- 4. Visitors to be Heard (please keep comments to 3 minutes).**
- 5. Consent Agenda.**

Items on consent agenda are considered being of a routine nature by The Economic Development Corporation and may require only limited discussion. Any Board Member may request that items be removed from the consent agenda and be considered separately for the purpose of discussion and voting.

A. 1. Approval of minutes from the Special Meeting on 12-02-2026.

2. Bills

A) Administrative Services for Jill Shelton 8/2025 to 12/2025 \$350.00

B) Financial Services for Allyson Wright for 8/2025 to 10/25 for \$187.50

6. Discussion and possible action on the following items:

A. Take all appropriate action switching the financial software from QuickBooks to Incode.

B. Take all appropriate action on approving Auditor Donald L. Allman for EDC Audit.

C. Consideration of application for promotional funding applications.

1. Bandera Natural History Museum for \$2,000.00.

2. Labor Day Memorial Weekend Ranch Rodeo & Memorial Weekend Stampede Rodeo
\$8,000.00

3. Longhorns on Main \$8,500.00

7. Comments from the Board.

8. Future agenda items.

9. Adjourn.

/s/ Jill Shelton

Jill Shelton, *Administrative Assistant*

The Economic Development Corporation for the City of Bandera reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matter listed above, as authorized by Texas Government Code §551.071 (Consultations 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) and §551.086 (Economic Development). There may be a quorum of Planning and Zoning/City Council members at any

regularly scheduled Economic Development Corporation Meeting. This facility is wheelchair accessible and handicapped parking is available. Requests for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary at (830) 796-3765. This agenda is posted in accordance with the Texas Government Code, Chapter 551 on December 10, 2025.



Jill Shelton

INVOICE

Invoice #: 1002
Invoice date: 10/14/2025
Job: EDC Meetings

PO Box 3291
Bandera, TX 78003
P: 361-537-5455

Bill to: Bandera EDC

| Item # | Description | Qty | Hourly-Discounted | Discount | Price |
|------------|--------------------------|------|-------------------|------------------|-----------------|
| 8/19/2025 | Meeting-After Hours | 2.5 | \$25.00 | | 62.5 |
| 9/2/2025 | After Hours-Create Files | 1 | \$25.00 | | 25 |
| 9/4/2025 | Meeting-After Hours | 2.00 | \$25.00 | | \$50.00 |
| 9/16/2025 | Meeting-After Hours | 2.50 | \$25.00 | | \$62.50 |
| 10/13/2025 | Minutes/Agenda Prep | 2.00 | \$25.00 | | \$50.00 |
| 12/2/2025 | Meeting-After Hours | 2.00 | \$25.00 | | \$50.00 |
| 12/16/2025 | Meeting-After Hours | 2.00 | \$25.00 | | \$50.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | Invoice Subtotal | \$350.00 |
| | | | | Tax Rate | |
| | | | | Sales Tax | |
| | | | | Deposit Received | |
| | | | | TOTAL | \$350.00 |

Please make all checks payable to Jill Shelton.
This only covers my time after hours, not the time I spend during buisness hours!
Thank you!

PO Box 3291 Bandera, TX 78003

October 31, 2025

Bandera EDC
511 Main St.
Bandera, TX 78003

[illegible]

Tel: 361-537-3501

Email: Allyson.wright@banderatx.gov

Jill Shelton

From: EDC
Sent: Monday, December 8, 2025 12:54 PM
To: Allyson Wright
Cc: Jill Shelton
Subject: AGENDA ITEM FOR DEC MEETING RE: We received your Intuit subscription payment!

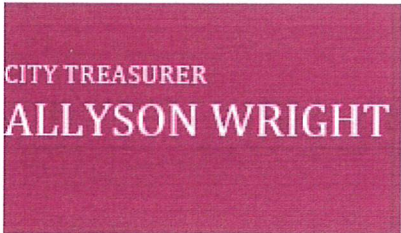
SINCE IT'S THE END OF THE YEAR, JILL, CAN YOU PUT THIS ON THE NEXT DECEMBER MEETING. WE WANT TO SWITCH TO THE CITY'S INCODE SOFTWARE TO BE MORE EASY TO MANAGE FOR AUDIT AND CONTROL COSTS AT THE SAMETIME. BY OUR BYLAWS DO WE NEED TO VOTE ON IT OR CAN IT JUST BE AN ADMINISTRATIVE EXECUTIVE DECISION?

THANKS ALLYSON FOR YOUR HELP WITH THIS.

MANNY

From: Allyson Wright <allyson.wright@banderatx.gov>
Sent: Monday, December 8, 2025 12:46 PM
To: EDC <EDC@banderatx.gov>
Subject: RE: We received your Intuit subscription payment!

I would like to switch the EDC to incode which is the software I use for the city. It would be a lot better for me and the auditors, honestly. We could negotiate the EDC paying a yearly cost to the city for the software usage that would be less than the quickbooks subscription also.



830-522-3189
allyson.wright@banderatx.gov
511 Main St. / PO Box 896
Bandera, TX 78003
Banderatx.gov

From: EDC <EDC@banderatx.gov>
Sent: Monday, December 8, 2025 11:35 AM
To: Allyson Wright <allyson.wright@banderatx.gov>
Subject: FW: We received your Intuit subscription payment!

Is QuickBooks still the best place for our books? Just asking if there is a better and more cost effective place to house our books and make it easier.

If we are in a good spot then we are good and thanks for all you do for us.

Bandera Economic Development Corporation Promotion Funding Application

Please submit application materials in hard copy to City Hall, 511 Main Street, Bandera, Texas 78003,
or via email to banderaedc@gmail.com.

Event Name: Bandera Natural History and Art Museum Year Founded: 2016

Event Date(s)/Time(s): March 9 through 20, two weeks of events during area school districts Spring Break weeks

Event Contact Name: Deborah Chaney Title: Director

Contact Phone: 830-328-5090 Contact Email: deborah.chaney@banderamuseum.org

Event Location: museum grounds at 267 Old San Antonio Rd, Bandera, TX 78003

Event Mailing Address (if different): PO Box 1555, Bandera, TX 78003

What type of event is it? family-friendly events inside the museum and outside on our grounds

What type of advertising do you do for the event? social media, local print media (Prophet and Bulletin), radio

How is the event funded? currently funded through operating funds

What type of entertainment or activities are offered? petting zoo, horseback rides, facepainting, magician, guest presenters, free food

What ages can participate in this event? all ages, family friendly events

Does the event have vendors that remit sales taxes to the Texas State Comptroller? Yes

Does the majority share of the event participation come from local residents or visitors? 50% local, 50% from out of town

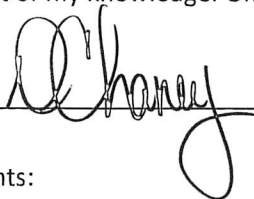
Has a permit for the event been issued by the City of Bandera? n/a

What is the total cost of the event? \$6,000

What is the amount of promotion funding requested from the BEDC? \$2,000

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Applicant's Signature



8-27-2025

Date

Required Attachments:

1. Please attach a copy of a past or current promotional material for the event.
2. Please attach a document providing details for the business, non-profit corporation or official organization that is to receive the funds for the event. The BEDC cannot issue funds to individuals.
3. Please attach any other materials you believe demonstrate the value of the event to the community.

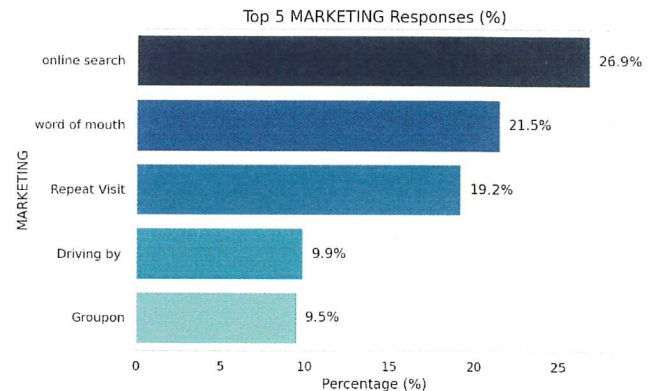
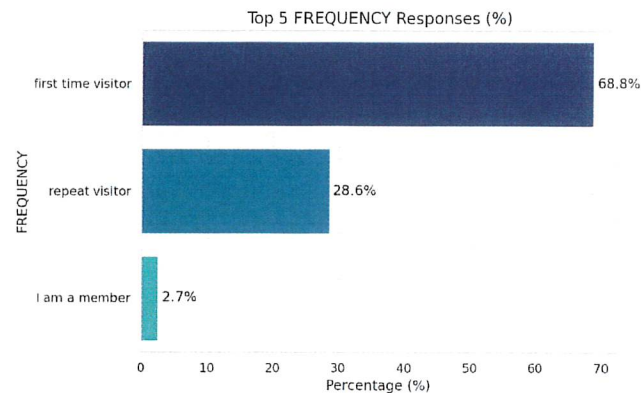
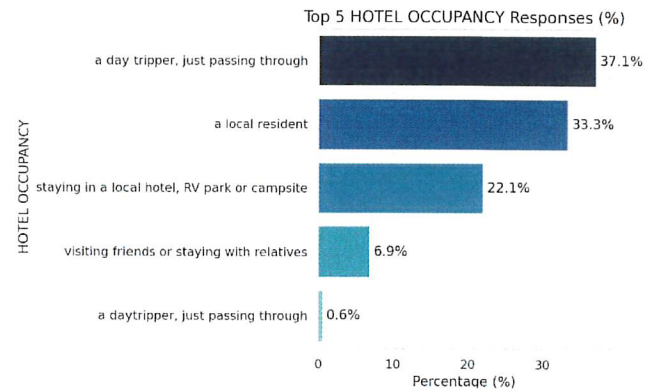
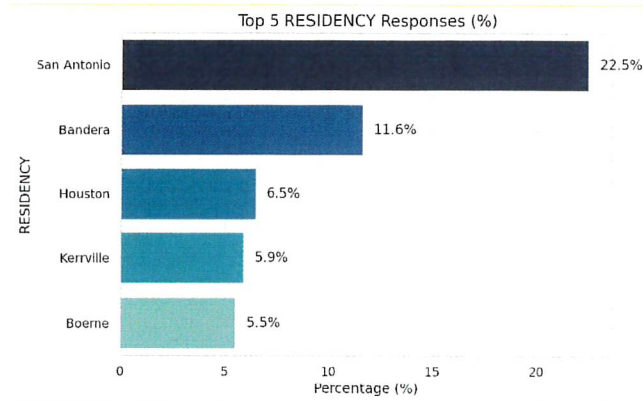


Bandera Natural History and Art Museum

PO Box 1555 | 267 Old San Antonio Hwy | Bandera, TX 78003

info@banderamuseum.org | BanderaMuseum.org


2025 Visitor Demographics



Spring Break Advertising Budget

| | Social media boosted posts | Local Print Media | Radio Station On-Site | Subtotal |
|---------------------|-------------------------------|----------------------|--------------------------|----------|
| Spring Break Week 1 | \$200 | \$200 | \$600 | \$1000 |
| Spring Break Week 2 | \$200 | \$200 | \$600 | \$1000 |
| ESTIMATED TOTAL | | | | \$2000 |

Friday, March 14
free hotdogs

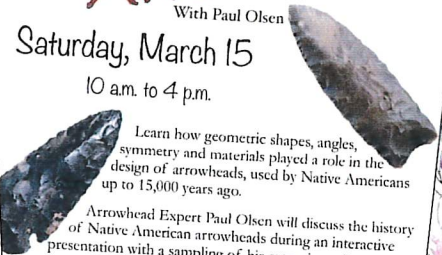


AT THE
Bandera Natural History and Art Museum
NOON TO 2 P.M.

*Regular admission fees apply
267 Old San Antonio Hwy. 830-328-5090 www.banderamuseum.org

Exploring the world of
NATIVE AMERICAN
Arrowheads
With Paul Olsen

Saturday, March 15
10 a.m. to 4 p.m.



Learn how geometric shapes, angles, symmetry and materials played a role in the design of arrowheads, used by Native Americans up to 15,000 years ago.

Arrowhead Expert Paul Olsen will discuss the history of Native American arrowheads during an interactive presentation with a sampling of his extensive collection.

Have your own?
Paul will help date and identify them!

*Regular admission fees apply
267 Old San Antonio Hwy. 830-328-5090 www.banderamuseum.org

BANDERA NATURAL HISTORY AND ART MUSEUM

Spring MARKET

Saturday, March 15, 2025
10 a.m. to 4 p.m.
267 Old San Antonio Hwy. Bandera

Spring shopping with us is Dine mile!

Purchase an item from one of our vendors on the museum grounds, and receive discounted admission to the museum's inside exhibits.



ST. PATTY'S DAY
MONDAY, MARCH 17

Shake your shamrocks
AT THE MUSEUM!

Join us for
St. Patrick's Day
Crafts
Food & Fun
ALL DAY



*Regular admission fees apply
267 Old San Antonio Hwy. 830-328-5090 www.banderamuseum.org

FACE PAINTING
with Darby

TUESDAY, MARCH 18
NOON TO 2 P.M.


267 Old San Antonio Hwy.
830-328-5090
www.banderamuseum.org

Regular admission fees apply



BANDERA NATURAL HISTORY AND ART MUSEUM
presents
Happy Tails ENTERTAINMENT

Wednesday, March 19
Noon to 2 p.m.




DID YOU KNOW

The word "dinosaur" comes from the Greek words *deinos* meaning "terrible" and *sauros* meaning "lizard"

LEARN MORE DURING DINO DAYS
AT THE MUSEUM

FRIDAY, MARCH 21
10 A.M. TO 2 P.M.*



BANDERA NATURAL HISTORY AND ART MUSEUM
267 OLD SAN ANTONIO HWY.
WWW.BANDERAMUSEUM.ORG
830-328-5090

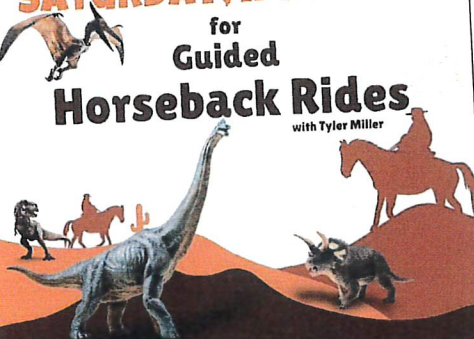
FRANK GREER
Magician

MARCH 20TH
NOON TO 2 P.M.



*Regular admission fees apply
267 Old San Antonio Hwy. 830-328-5090 www.banderamuseum.org

Join us at the
Bandera Natural History and Art Museum
on
SATURDAY, MARCH 22
for
Guided Horseback Rides
with Tyler Miller



Noon to 2 p.m.

*Regular admission fees apply
267 Old San Antonio Hwy. 830-328-5090 www.banderamuseum.org

Exemption Verification Letter



Texas Comptroller of Public Accounts
Austin, TX 78774

May 01, 2025

BANDERA NATURAL HISTORY AND ART MUSEUM
PO BOX 1555
BANDERA, TX 78003-1555

According to the records of the Comptroller of Public Accounts, the following exemption(s) from Texas taxes apply to the above organization(s):

Franchise tax, as of 2015-02-19

Sales and use tax, as of 2015-02-19

(provide Texas sales and use tax exemption certificate [Form 01-339 \(Back\)](#) to vendor)

The entity is not exempt from hotel occupancy tax.

Texas taxpayer identification number: 32056491494

This exemption verification is not a substitute for the completed exemption certificates that are required when claiming exemption from Texas taxes. Vendors should be familiar with the requirements for accepting the certificates in good faith from their customers.

This exemption verification does not mean that the organization holds a [permit](#) for collecting or remitting any Texas taxes.

Exempt organizations must collect tax on most sales. For more information, please see our publication [Exempt Organizations: Sales and Purchases](#) (96-122). [Online registration is available.](#)

For information concerning sales taxpayer permit status, please use the [vendor search](#) we provide online.

Corporations that are registered in Texas with the Secretary of State must maintain a current registered agent and registered office address. Information is available from [Business and Nonprofit Forms page](#) of the [Secretary of State's website](#). Additionally, out-of-state corporations, limited liability companies, or limited partnerships transacting business in Texas may need to file a Certificate of Authority or Registration with the Texas Secretary of State. More information is available from the [Foreign or Out-of-State Entities page](#) on the Secretary of State's website.

Our publications and other helpful information are available on our [website](#). If you need more information, write to us at exempt.orgs@cpa.texas.gov, or call us at 800-252-5555.

Bandera Economic Development Corporation Promotion Funding Application

Please submit application materials in hard copy to City Hall, 511 Main Street, Bandera, Texas 78003, or via email to banderaedc@gmail.com.

Event Name: Labor Day Weekend Ranch Rodeo Year Founded: 2019
 Event Date(s)/Time(s): men & women's September 5-16, 2026
 Event Contact Name: Eric Kellmann Title: ~~713-502-9905~~ President
 Contact Phone: 713-502-9905 Contact Email: eric@banderapromodeo.org
 Event Location: Mansfield Park Arena
 Event Mailing Address (if different): PO Box 457 Bandera, Tx. 78003
 What type of event is it? Ranch Rodeo
 What type of advertising do you do for the event? social media, radio, print
 How is the event funded? ticket sales & sponsorships
 What type of entertainment or activities are offered? mens ranch teams
womens ranch teams, local kids drill teams
 What ages can participate in this event? all
 Does the event have vendors that remit sales taxes to the Texas State Comptroller? yes
 Does the majority share of the event participation come from local residents or visitors? Both
 Has a permit for the event been issued by the City of Bandera? not needed, county
 What is the total cost of the event? \$22,000
 What is the amount of promotion funding requested from the BEDC? \$8000 to be split between Memorial weekend & Labor Day weekend

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Eric Kellmann 11-15-2025
 Applicant's Signature Date

Required Attachments:

1. Please attach a copy of a past or current promotional material for the event.
2. Please attach a document providing details for the business, non-profit corporation or official organization that is to receive the funds for the event. The BEDC cannot issue funds to individuals.
3. Please attach any other materials you believe demonstrate the value of the event to the community.

Bandera Economic Development Corporation **Promotion Funding Application**

Please submit application materials in hard copy to City Hall, 511 Main Street, Bandera, Texas 78003, or via email to banderaedc@gmail.com.

Event Name: Longhorns on Main Year Founded: ?
 Event Date(s)/Time(s): Saturday September 5, 2026
 Event Contact Name: Eric Kellmann Title: President
 Contact Phone: 713-502-9905 Contact Email: eric@banderapromedeo.org
 Event Location: Main Street Bandera, Texas
 Event Mailing Address (if different): _____
 What type of event is it? Parade
 What type of advertising do you do for the event? Promoting the Labor Day Weekend
 How is the event funded? This needs to be a city/county venture
 What type of entertainment or activities are offered? Parade
 What ages can participate in this event? all
 Does the event have vendors that remit sales taxes to the Texas State Comptroller? yes
 Does the majority share of the event participation come from local residents or visitors? both
 Has a permit for the event been issued by the City of Bandera? previously - yes
 What is the total cost of the event? \$8500⁰⁰
 What is the amount of promotion funding requested from the BEDC? historically EDC has covered the cost.

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

Lisa Kellmann
 Applicant's Signature

11-15-2025
 Date

Required Attachments:

1. Please attach a copy of a past or current promotional material for the event.
2. Please attach a document providing details for the business, non-profit corporation or official organization that is to receive the funds for the event. The BEDC cannot issue funds to individuals.
3. Please attach any other materials you believe demonstrate the value of the event to the community.



Office of the Secretary of State

CERTIFICATE OF FILING OF

Bandera ProRodeo Association
File Number: 802097822

The undersigned, as Secretary of State of Texas, hereby certifies that a Certificate of Formation for the above named Domestic Nonprofit Corporation has been received in this office and has been found to conform to the applicable provisions of law.

ACCORDINGLY, the undersigned, as Secretary of State, and by virtue of the authority vested in the secretary by law, hereby issues this certificate evidencing filing effective on the date shown below.

The issuance of this certificate does not authorize the use of a name in this state in violation of the rights of another under the federal Trademark Act of 1946, the Texas trademark law, the Assumed Business or Professional Name Act, or the common law.

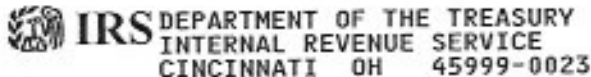
Dated: 11/07/2014

Effective: 11/07/2014



NANDITA BERRY

Nandita Berry
Secretary of State



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BANDERA PRORODEO ASSOCIATION
PO BOX 3310
BANDERA TX 78003

Date of this notice: 11-14-2014

Employer Identification Number:
47-2289507

Form: SS-4

Number of this notice: CP 575 E

For assistance you may call us at:
1-800-829-4933IF YOU WRITE, ATTACH THE
STUB OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 47-2289507. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

ANNUAL FILING REQUIREMENTS

Most organizations with an EIN have an annual filing requirement, even if they engage in minimal or no activity.

A. If you are tax-exempt, you may be required to file one of the following returns or notices:

Form 990, Return of Organization Exempt From Income Tax
Form 990-EZ, Short Form Return of Organization Exempt From Income Tax
Form 990-PF, Return of Private Foundation
Form 990-N, e-Postcard (available online only)

Additionally, you may be required to file your annual return electronically.

If an organization required to file a Form 990, Form 990-PF, Form 990-EZ, or Form 990-N does not do so for three consecutive years, its tax-exempt status is automatically revoked as of the due date of the third return or notice.

Please refer to www.irs.gov/990filing for the most current information on your filing requirements.