



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

Bandera City Hall, 511 Main Street, Bandera, Texas
Monday, July 24, 2023, at 6:00 PM

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

MINUTES

1. Call to order.

The meeting was called to order at 6:00 p.m.

PRESENT – Andrea Jankoski, Laura Devenport, Alan Arterbury, Lindsay Barnett, Elaine Good, DeAnna McCabe

ABSENT – Thomas McEachin

2. Pledge of Allegiance.

All stood for the pledge.

3. Announcements.

Acknowledge Interim City Administrator Richard Morton who was in attendance.

4. Citizen Comments (please keep comments to 3 minutes).

Interim City Administrator Richard Morton provided a copy of the past seven and one-half years of sales tax revenue for the Board's review.

5. Consent Agenda.

Items on the consent agenda are considered to be 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) Minutes for June 26, 2023, regular meeting and July 10, 2023, budget workshop.

b) Approve the following Invoices for payment:

- 1. Bandera Cattle Co. Gunfighters, LLC., \$2,500 (Invoice No. 04 June \$1,250; Invoice 05 – July \$1,250)**
- 2. City of Bandera, QuickBooks for July \$90.61 (INV# 10001238961345)**
- 3. Hill Country Mobile Storage Conex Vent Installation \$475 (Invoice No. 997641)**
- 4. Messer Fort McDonald, \$189 (Invoice No. 19626);**
- 5. Roxanne Yoder, EDC Administrative Assistant, \$585 (Invoice No. 02, 6/23 – 7/20)**

c) Approve the following reimbursement(s):

Roxanne Yoder, for two extra batteries & charger for EDC GoPro, \$26.98

Motion to approve the Consent Agenda.

Motion made by L. Barnett, seconded by E. Good

Voting Yea: Lindsay Barnett, E. Good, Andrea Jankoski, Laura Devenport, Alan Arterbury, DeAnna McCabe

Motion passed.

6. Discussion and possible action on the following items:

a) Discussion on changing of meeting day and location – Jankoski

Discussion regarding the best meeting day to avoid cancellation due to holiday calendar conflicts. Meeting location was not determined as it should have been listed as a separate item.

Motion to approve meeting day change to the third Tuesday of each month.

Motion made by L. Barnett, seconded by D. McCabe

Voting Yea: Lindsay Barnett, DeAnna McCabe, Andrea Jankoski, Laura Devenport, Alan Arterbury, Elaine Good

Motion passed.

b) Policy for contacting attorney - Jankoski

Discussion regarding setting a policy for contacting the attorney.

Tabled to next meeting.

c) Policy for assigning or requesting tasks from Administrative Assistant - Jankoski

Discussion regarding setting a policy for contacting the Administrative Assistant.

Tabled to next meeting.

d) Discussion regarding EDC website – Jankoski

Discussion regarding establishing a separate website for the Economic Development Corporation.

D. McCabe provided information on EDC websites that include features beneficial to promoting Bandera, as well as vendors that can offer website services.

Motion to authorize D. McCabe to obtain three quotes, including details of pricing, training, etc.

Motion made by L. Barnett, seconded by A. Arterbury

Voting Yea: Lindsay Barnett, Alan Arterbury, Andrea Jankoski, Laura Devenport, Elaine Good, DeAnna McCabe

Motion passed.

e) Discussion regarding installation of wayfinding signs – Jankoski

Discussion regarding the installation and specific location for wayfinding signs and bids related thereto.

Motion to move forward with CLS Seal Coating and Striping and final pricing for the three locations.

Motion made by L. Barnett, seconded by D. McCabe

Voting Yea: Lindsay Barnett, DeAnna McCabe, Andrea Jankoski, Laura Devenport, Alan Arterbury, Elaine Good,

Motion passed.

f) Schedule Budget Workshop – Jankoski

Discussion regarding setting the next budget workshop.

Motion to set Monday, August 14, 2023, for the next EDC budget workshop.

Motion made by L. Devenport, seconded by D. McCabe

Voting Yea: Laura Devenport, DeAnna McCabe, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, Elaine Good

Motion passed.

g) Discussion regarding the trees interfering with power lines on EDC lot at 10th and Maple – Jankoski & Devenport

Discussion on the removal of the trees on the corner of 10th and Maple that are interfering with the Bandera Electric Company (BEC) electric and fiber optic lines.

Motion to request BEC to completely remove two trees at the corner of 10th and Maple and grind stumps, if possible, and have A. Jankoski contact them re same.

Motion made by L. Barnett, seconded by D. McCabe

Voting Yea: Lindsay Barnett, DeAnna McCabe, Andrea Jankoski, Alan Arterbury, Elaine Good,

Motion passed

h) Discussion on the installation of vents on the small conex box - Jankoski & Devenport

Discussion on the need to install vents on the small conex box.

Motion to approve not to exceed \$500 for the installation of vents on the small conex box.

Motion made by L. Devenport, seconded by A. Arterbury

Voting Yea: Laura Devenport, Alan Arterbury, Andrea Jankoski, Lindsay Barnett, Elaine Good, DeAnna McCabe

Motion passed.

7. Comments from the Board.

None.

8. Future agenda items.

L. Devenport requested items for rehabbing the lot at 10th and Maple and budgeting for Settler's Park.

E. Good requested consideration of spay and neuter assistance for cats.

9. Adjourn

The meeting was adjourned at 7:05 p.m.

/s/ Roxanne Yoder

Roxanne Yoder, Administrative Assistant