



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

Bandera City Hall, 511 Main Street, Bandera, Texas  
Tuesday, September 19, 2023, 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.**

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

PRESENT – Andrea Jankoski, Laura Devenport, Alan Arterbury, Lindsay Barnett, DeAnna McCabe, Thomas McEachin

ABSENT – Elaine Good

**2. Pledge of Allegiance.**

All stood for the pledge.

**3. Announcements.**

L. Devenport advised that the wayfinding sign installations is scheduled for Thursday, September 21, 2023.

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

Debra Slate addressed the board and requested they consider holding a special meeting to discuss implementing stage stops for businesses for the upcoming holiday Shopper's Jubilee. Wagon Rides of Bandera will be one of two vendors providing horse-drawn transportation during this and future events.

**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 August 29, 2023, special meeting.**

T. McEachin pulled the minutes for correction as to Item 6c, specifically, the item should reflect motion by L. Devenport, seconded by L. Barnett and carried 4 to 3 (A. Jankoski, DeAnna McCabe and T. McEachin voting no.)

Motion to approve the Minutes for August 29, 2023, as amended.

Motion made by T. McEachin, seconded by L. Devenport

Voting Yea: Thomas McEachin, Laura Devenport, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, DeAnna McCabe

Motion passed.

**b) Approve the following Invoices for payment:**

- 1. Bandera Cattle Co. Gunfighters, LLC., \$1,250 (Invoice No. 07; Sept. \$1,250)**
- 2. Messer Fort McDonald, \$1282.50 (Invoice No. 20313; 08/01/2023 – 08/31/2023)**
- 3. Roxanne Yoder, EDC Administrative Assistant, \$1,125.00 (Invoice No. 04; 8/11 – 9/14)**
- 4. QuickBooks \$95.94 (Invoice No. 10001251677369; 09/08/2023)**

Motion to approve the Consent Agenda.

Motion made by T. McEachin, seconded by L. Devenport

Voting Yea: Thomas McEachin, Laura Devenport, Andrea Jankoski, Alan Arterbury, Lindsay Barnett

Voting No: DeAnna McCabe

Motion passed.

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

**a) Update and review of bids related to designing the EDC website – McCabe, Arterbury, Barnett**

D. McCabe and L. Barnett provided an update on the bids received. The Board agreed to not consider bids in the range of \$18,000 to \$20,000.

Motion to select D. McCabe, L. Barnett, and Administrative Assistant R. Yoder to serve as the committee to review remaining bids and make a recommendation to the board.

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

Voting Yea: Laura Devenport, Alan Arterbury, Andrea Jankoski, Lindsay Barnett, DeAnna McCabe, Thomas McEachin

Motion passed.

**b) Update on requirements pertaining to ownership and development of Settlers Park and including it in the total park land as outlined by the Tx Park and Wildlife – Devenport**

L. Devenport provided a brief update for the board. No action needed.

**c) Discussion of available options related to the EDC lot at 10<sup>th</sup> and Maple – Good**

L. Devenport commented that building on the property is not feasible due to its location in the flood plain. Ms. Devenport further advised that she had received an estimate on surfacing the lot with road

type base in the amount of approximately \$20,000, for the purposes of a parking lot.

Motion to approve request the lot to be zoned as P6 and if denied, then offer the lot for sale.

Motion made by L. Devenport, seconded by L. Barnett

Voting Yea: Laura Devenport, Lindsay Barnett, Andrea Jankoski, Alan Arterbury, DeAnna McCabe, Thomas McEachin

Motion passed.

**d) Update on the materials for the Wayfinding Signs – Devenport**

L. Devenport provided an update on the proposed materials for the signage and advised that vendor has expressed concerns on the extreme heat and its effects at the signs, specifically, fading. The vendor recommended upgrading the material that would hold up better against the heat.

Motion to approve the upgraded materials.

Motion made by L. Devenport, seconded by L. Barnett

Voting Yea: Laura Devenport, Lindsay Barnett, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, DeAnna McCabe, Thomas McEachin

Motion passed.

**e) Consideration of renewal of Bandera Cattle Company Gunfighters (“Gunfighters”) Performance Agreement – Jankoski**

The board discussed the community importance of renewing the agreement with the Gunfighters.

Motion to approve renewal of the agreement for one year, subject to receiving current insurance, etc.

Motion made by L. Barnett, seconded by L. Devenport

Voting Yea: Lindsay Barnett, Laura Devenport, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, DeAnna McCabe, Thomas McEachin

Motion passed.

**f) Review of EDC Meeting Video proposal – Jankoski/Yoder**

The board reviewed the proposal as presented.

Motion to approve moving forward with the video proposal as recommended and authorize reimbursement in the amount of \$23.99 to Administrative Assistant Roxanne Yoder for the purchase of the web camera for the purposes of video recording the EDC meetings and uploading to YouTube.

Motion made by L. Barnett, seconded by L. Devenport

Voting Yea: Lindsay Barnett, Laura Devenport, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, DeAnna McCabe, Thomas McEachin

Motion passed.

**g) Review of Promotional Funding Notice and date(s) for publication – Jankoski**

The board reviewed the draft notice and discussed publication dates for October and November. T. McEachin volunteered to prepare a media release for both local papers as a news story on the application process. R. Yoder was tasked with checking with the local newspapers for a copy of the previous notice and present at the October meeting for consideration.

Motion to approve T. McEachin to utilize the proposed draft notice to prepare the media release, review the revised draft public notice at the October meeting and publish same in October and November.

Motion made by L. Devenport, seconded by L. Barnett

Voting Yea: Laura Devenport, Lindsay Barnett, Andrea Jankoski, Alan Arterbury, DeAnna McCabe, Thomas McEachin

Motion passed.

**h) Review of draft EDC Investment Policy – Jankoski**

Following review of the draft it was tabled to the October meeting.

**i) Elect Officers (President, Vice-President, Secretary & Treasurer) – Jankoski**

Motion to table to a special meeting, date to be determined.

Motion made by L. Devenport, seconded by T. McEachin

Voting Yea: Laura Devenport, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, DeAnna McCabe, Thomas McEachin

Motion passed.

**j) Historical Commission request for closure of EDC parking lot at 11<sup>th</sup> Street and Cedar for use in the dedication of the Tin Man Water Tower scheduled for October 26, 2023 – Jankoski**

The board reviewed the request from the Bandera County Historical Commission. Rebeca Norton from the Historical Commission advised that the city agreed to cordon off the referenced area of the EDC parking lot for the event.

Motion to approve the closure of half of the EDC parking lot, closest to 11<sup>th</sup> street, from 8 a.m. to 5 p.m. on Thursday, October 26, 2023

Motion made by T. McEachin, seconded by L. Devenport

Voting Yea: T. McEachin, Laura Devenport, Andrea Jankoski, Alan Arterbury, Lindsay Barnett, DeAnna McCabe

Motion passed.

**7. Comments from the Board.**

L. Devenport inquired if other board members have problems opening the PDFs of the agenda and related attachments. Board members present indicated that they do not have problems with opening the attachments. It was requested that the packet be combined into one document instead of separate PDFs.

**8. Future agenda items.**

D. McCabe expressed concerns that due to personal conflicts that she will be unable to attend the October, November, December and possibly January meetings and understanding the burden that may place upon the board to conduct business, she may have to step down.

L. Devenport requested an item for the October meeting related to signage for Settler's Park.

**9. Adjourn**

The meeting was adjourned at 7:13 p.m.

/s/ Roxanne Yoder

Roxanne Yoder, Administrative Assistant