



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

Bandera City Hall, 511 Main Street, Bandera, Texas
Monday, November 13, 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, Elaine Good, Thomas McEachin

ABSENT – Lindsay Barnett, DeAnna McCabe

2. Pledge of Allegiance.

All stood for the pledge.

3. Announcements.

None.

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

None.

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 October 11, 2023, special meeting.

b) Approve the following Invoices for payment:

- 1. Bandera Cattle Co. Gunfighters, LLC., \$1,250 (Invoice No. 9; November 2023)**
- 2. Messer Fort McDonald, \$1,404 (Invoice No. 20994; 10/01/2023 – 10/31/2023; Check No. 1635 issued 9/19/2023 in the amount of \$1,282.50 was voided due to being lost in the mail, amount being reissued under this invoice)**
- 3. City of Bandera \$25,000 (Misc. Projects – Playground Project, per FY 23/24 budget)**
- 4. Roxanne Yoder, EDC Administrative Assistant, \$520 (Invoice No. 06; 10/07 – 11/08)**
- 5. QuickBooks \$95.94 (Invoice No. n/a; 11/08/2023)**
- 6. Bandera Signs and Advertising, design/set-up charges for Wayfinding maps in the amount of \$150 (Invoice No. 22505)** A. Jankoski pulled the item to advise the Board that expenditures are closely approaching the budgeted amount for FY 23/24. Following discussion, the Board agreed to place an item on the next agenda to consider a budget amendment.

- c) **Reimburse Thomas McEachin for TML Investment Officer Training in the amount of \$250.00.**
- d) **Reimburse Roxanne Yoder for the purchase of a postage stamps in the amount of \$13.20.**
- e) **Receive October 2023 Monthly Financials.**

Motion to approve the Consent Agenda, Item 5b6 removed for discussion, but included with motion to approve.

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

Voting Yea: Thomas McEachin, Laura Devenport, Andrea Jankoski, Alan Arterbury, Elaine Good

Motion passed.

6. Discussion and possible action on the following items:

- a) **Approve a Performance Agreement with Bandera Community Action Group for the use of the EDC owned Christmas Lights – Jankoski**

Jack Mosely addressed the Board in support of the item but expressed concern over the specific trees noted in the agreement, he stated it depends on volunteers what can be accomplished. The Board offered amending the agreement to reflect approximately with regard to the number of trees.

Motion to approve the Performance Agreement Application as amended.

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

Voting Yea: Laura Devenport, Alan Arterbury, Andrea Jankoski, Elaine Good, Thomas McEachin

Motion passed.

- b) **Approve a Performance Agreement and authorize payment in the amount of \$8,759.05 with Haflinger Express Bandera, LLC dba Wagon Rides of Bandera for the purchase of a horse drawn surrey wagon and related equipment to increase horse drawn carriage services and stops promoting the City of Bandera Cowboy Capital Brand – Jankoski**

L. Devenport expressed concerns with the agreement, including beneficiary in the case of loss, number of days of operation and that the application requires sales tax information to be produced. The Board was apprised of the EDC attorney's opinion on the matter of sales tax not being required for a city with a population of less than 20,000; additionally, if the Board finds that the new surrey would promote general tourism and positively impact economic development then this would be an authorized project. Debra Slate addressed the Board in support of the item advising effective 2024 she will begin collecting sales tax. Ms. Slate stated that she was not opposed to a specified number of days for operation.

Following discussion of the Board L. Devenport Motion for the following items be included:

1. Three-year term vs one year term, failed for lack of a second;
2. Operate 37 days, conditioned upon weather, to include the day after Thanksgiving, Memorial Day, National Day of the Cowboy and Labor Day, seconded by T. McEachin. Voting Yea: Laura Devenport, Thomas McEachin, Alan Arterbury, Andrea Jankoski, Elaine Good. Motion passed.
3. The EDC listed as a beneficiary to be paid back if the survey is destroyed within the term of the agreement, failed for lack of a second.

Motion to approve the Performance Agreement Application as amended.

Motion made by A. Arterbury, seconded by T. McEachin

Voting Yea: Alan Arterbury, Thomas McEachin, Andrea Jankoski, Elaine Good

Voting No: Laura Devenport

Motion passed.

c) Establish a committee to begin evaluating EDC Bylaws and Policies for any necessary updates or revisions. – Jankoski

A. Jankoski briefly advised the Board of the purpose of the item. The Board discussed comments related to a prior review and would like those suggestions to be included so as not to reinvent the wheel. Upon review of files, filing cabinet and emails, only A. Arterbury's comments were located. Following discussion and comments, Elaine Good, Laura Devenport and Andrea Jankoski will serve as committee members for this matter.

d) Consider the selection of new committees to review website bids and make a recommendation – Jankoski

Following discussion, L. Devenport said she would reach out to D. McCabe for her input and recommendation on the bids.

e) Discussion regarding Settlers Park signage, benches as well as other amenities and consideration of scheduling a workshop to review – Jankoski & Devenport

Following a brief discussion, the Board took no action.

7. Comments from the Board.

A. Arterbury provided information to the Board regarding interest rates for CD's and expressed the importance of a return on investment for public funds.

8. Future agenda items.

Review of banking investments.

Review of applying for Bandera, Cowboy Capital of the World, as a trademark or copyright.

Authorize the Administrative Assistant to draft a manual documenting duties and responsibilities of the position.

9. Adjourn

The meeting was adjourned at 7:35 p.m.

/s/ Roxanne Yoder

Roxanne Yoder, Administrative Assistant