



CITY OF BANDERA
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING

Bandera City Hall, 511 Main Street, Bandera, Texas
Tuesday, March 19, 2024, 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. **Citizen Comments (please keep comments to 3 minutes).**
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 January 24 regular meeting and February 5, 2024, workshop

b) Approve the following Invoices for payment:

1. Bandera Cattle Co. Gunfighters, LLC., \$1,250 (Invoice No. 12; February 2024)
2. Bandera Cattle Co. Gunfighters, LLC., \$1,250 (Invoice No. 13; March 2024)
3. Messer Fort McDonald, \$6 (Invoice No. 21882; 01/01/2024 – 01/31/2024)
4. Roxanne Yoder, EDC Administrative Assistant, \$700.00 (Invoice No. 09; 01/12 – 02/16)
5. Bandera Bulletin, \$200 (Invoice No. n/a; 01/31/2024 & 02/07/2024)
6. Bandera Prophet, \$40 (Invoice No. n/a; 01/31/2024 & 02/07/2024)
7. QuickBooks \$95.94 (Invoice No. n/a; 02/08/2024)
8. QuickBooks \$95.94 (Invoice No. n/a; 03/08/2024)
9. Bandera Bank \$20 (Wire Transfer Fee; 01/18/2024)

c) Approve an Audit Engagement Letter for Fiscal Year 2022/2023 with Neffendorf & Blocker, P.C. in an amount not to exceed \$3,500.

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

a) Accept the resignation of Elaine Good.

- b) Welcome newly appointed Board members.
- c) Accept the resignation of Andrea Jankoski as President of the BEDC. - Jankoski
- d) Elect a New BEDC President. - Jankoski
- e) Elect a new Treasurer and member to the Investment Committee.
- f) Remove Elaine Good and Lindsey Barnett as signatories from the BEDC bank account at Bandera Bank.
- g) Add Stan Farmer and 2 additional board members as signatories for the BEDC bank account at Bandera Bank.
- h) Accept the resignation of Roxanne Yoder as BEDC Administrative Assistant
- i) Purchasing computer and supplies owned by Roxanne Yoder
- j) Process for hiring a new Administrative Assistant.
- k) Review Quick Books deleted entries and determine how to correct. - Devenport
- l) City Council Resolution number 2024-12 Decrease in amount BEDC can spend which requires city council approval.
- m) Use of all BEDC properties during April 8, 2024 eclipse.
- n) Review form for all Performance Agreements. - Devenport
- o) Change BEDC email to city server for a cost of \$20.00 per month
- p) Copies of all BEDC documents to be sent to the city Secretary to be stored on the city server.
- q) RED Grant update. - Devenport
- r) Expiring 2-year terms for Alan and Laura that expire March 30, 2024.
- s) Update from Investment Committee. - McEachin

- t) Cash in two Certificates of Deposit with Bandera Bank, one scheduled to mature on Nov. 22, 2024 and the other maturing on Nov. 22, 2025, and pay applicable early withdrawal penalties. - McEachin

- u) Transfer the funds withdrawn from CDs to another account. – McEachin

- v) Transfer up to an additional \$100,000 from the EDC’s checking account to the EDC’s TexStar account. - McEachin

7. Comments from the Board.

8. Future agenda items.

9. Adjourn



Laura Devenport, EDC Vice President

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 matters 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 accommodation 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 March 15, 2024.**