



**MEETING MINUTES  
BENBROOK ECONOMIC DEVELOPMENT CORPORATION  
Board of Directors  
REGULAR MEETING  
April 16, 2018  
Benbrook City Hall**

**I. CALL TO ORDER**

The Regular Meeting of the Benbrook Economic Development Corporation Board of Directors was called to order at 7:30 p.m. on Monday, April 16, 2018, in the Benbrook City Council Chambers located at 911 Winscott Road, Benbrook, Texas. The presiding officer was President Kent Williams. A quorum was present, including:

Kent Williams, President, Place 5  
Michelle Thomas, Secretary, Place 3  
Jason Ward, Place 1  
Leslie Singleton, Place 2  
Julia Nova, Place 4  
Gary Crowell, Place 6

**Absent:**  
VACANT, Place 7

**Staff Present:**  
Cathy Morris, EDC Director  
Hillary Cromer, Recording Secretary

**II. ACTION ITEMS**

**1. Approve Minutes of March 19, 2018 Regular Meeting** – Mr. Crowell made a motion to approve the Benbrook Economic Development Corporation Regular Meeting Minutes of March 19, 2018 as submitted. Ms. Nova seconded the motion. President Kent Williams called the vote and the motion carried 6-0.

**2. Approve Amendment to Interlocal Agreement for Wastewater Construction Services (NW Winscott Sanitary Sewer) [Public Hearing]** – After staff presentation, President Kent Williams opened the public hearing at 7:32 p.m. to any citizens wishing to speak on the agenda item. No comments were made. President Williams closed the public hearing at 7:33 p.m. President Williams requested a motion on the agenda item. Ms. Thomas motioned to approve the amendment to the interlocal agreement for wastewater construction services (NW Winscott Sanitary

Sewer). Ms. Singleton seconded the motion. President Williams called the vote and motion carried 6-0.

**3. Approve Agreement for Professional Services with Schrikel, Rollins, and Associates for General Engineering Consulting Services for NW Winscott** [Public Hearing] – After staff presentation, President Kent Williams opened the public hearing to any citizens wishing to speak on the agenda item at approximately 7:35 p.m. No comments were made. President Williams closed the public hearing at 7:36 p.m. President Williams requested a motion on the agenda item. Ms. Nova motioned to approve the agreement for professional services with Schrikel, Rollins, and Associates for general engineering consulting services for NW Winscott. Mr. Crowell seconded the motion. President Williams called the vote and motion carried 6-0.

### III. DIRECTOR'S REPORT

**1. Financial Report** – As part of the financial report, Ms. Cromer presented a three-year comparison of sales tax revenue for the months of January, February, and March. Staff also reported total revenue for March 2018 including sales tax revenue, interest earned, and oil and gas royalties. Ms. Cromer completed the financial report by highlighting assets held by the BEDC as of March 31, 2018, including monies spent to-date on various projects, and funds available. No action necessary.

### IV. EXECUTIVE SESSION *Pursuant to Texas Open Meetings Act.*

The EDC Board of Directors convened into Executive Session at 7:40 p.m.

1. **Section 551.072** – Deliberation Regarding Real Property
2. **Section 551.087** – Deliberation Regarding Economic Development Negotiations

### V. RECONVENE INTO OPEN SESSION – Time: 8:03 p.m.

VI. **INFORMAL CITIZEN COMMENTS** – President Kent Williams opened the floor for citizen comments. No comments were made.

### VII. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 8:03 p.m.



Presiding Officer

ATTEST:



Attesting Officer