

President David Ottmer called the Regular Meeting of the Bellville Economic Development Corporation to order at 3:34p.m., Tuesday, May 20, 2008, in the Council meeting room at City Hall, Bellville, Texas.

Wayne Browning offered the invocation and led the Pledge of Allegiance and Pledge to the Texas Flag.

Present were: Wayne Browning, David Ottmer, Monte Byrd, Allene Schmitt, Angela Franks and Denise Haugen. Delwin Rettig was absent. A quorum was certified. Executive Director Carolyn Gibson was present.

Motion was made by Allene Schmitt to accept the agenda. Motion was seconded by Angela Franks. Motion carried unanimously. Denise Haugen arrived at this time.

#### **Agenda Item # 5**

##### **Consideration and Action to Approve Minutes of the Previous Regular Meeting**

Angela Franks made a motion to approve the minutes for the regular meeting April 15, 2008. Monte Byrd seconded the motion which carried unanimously.

#### **Agenda Item # 6**

##### **Consideration and Action to Approve Treasurer's Report**

Allene Schmitt gave the Treasurer's Report. The report was based on Balance Sheet, YTD and Profit & Loss Statements, Bank Reconciliations, and General Ledger for the month of April, 2008. Balance in FNB Checking Account as of April 30, 2008 was \$64,087.78. March Sales Tax Revenue of \$13,402.96, Interest Income of \$83.67 resulted in total monthly deposits of \$13,486.63. Checks totaling \$5,433.63 were posted. Balance in Wells Fargo Money Market Account as of April 30, 2008 was \$67,709.25, with an interest payment of \$71.55. Balance Sheet showed the following current Certificates of Deposit: Guaranty Bank- \$95,306.00, Industry State Bank- \$100,997.12, and Wells Fargo- \$32,079.37. Total Current Assets as of April 30, 2008 are \$360,179.52. Carolyn reported that the outstanding balance on the Clarke Park Certificate of Obligation was \$860,000.00, and explained the difference between the April EOM General Ledger balance and April Bank Statement balance, on the First National Bank account, noting outstanding checks and checks clearing that were written in previous months caused the difference in the balances. Motion was made by Denise Haugen and seconded by Wayne Browning to approve the Treasurer's report. Motion carried unanimously. After discussion of BEDC accounting practices, David Ottmer suggested that BEDC have a QuickBooks professional look at the accounts set up for BEDC and make a formal recommendation on the Certificate of Obligation's inclusion in BEDC's balance sheet.

#### **Agenda Item #7**

##### **Consideration and Action to Approve Payment of Outstanding Bills**

Outstanding bills totaling \$10,586.15 were presented for payment to: Bellville Chamber of Commerce of \$4,500.00 for Contract of Services for June, promotional expenditures to Colorado County Citizen of \$175.90, Houston Community Newspapers of \$154.17, Brenham Banner Press of \$216.00, Navasota Examiner of \$155.25, Giddings Time & News of \$182.25, Clear Channel Broadcasting of \$115.50, KTTX-FM/KWHI-AM of \$1,399.00, Insight Magazine of \$395.00, and Bryan College Station Eagle of \$2,503.00. Also presented were TEDC dues of \$375.00, Tek-Com Technologies of \$50.00 for computer repair, and Carolyn Gibson of \$365.08 for mileage and expense reimbursement. Motion was made by Angela Franks to pay outstanding bills as presented and seconded by Allene Schmitt. Motion passed unanimously.

Carolyn Gibson reported that the interest earned on CD's for April was \$721.12, and that the Wells Fargo CD had matured May 17<sup>th</sup>. She checked interest rates and recommended that the CD be rolled to the Wells Fargo Money Market account and then \$35,000.00 be invested at Austin County State Bank for a CD paying 3%APY for a term of 6 months. Motion to do so was made by Monte Byrd, seconded by Denise Haugen and passed unanimously.

#### **Agenda Item # 8**

##### **Public Comment**

There were none.

**Agenda Item # 9  
Acceptance of any Grant Requests**

There were none.

**Agenda Item # 10**

**Consideration and Action Regarding Contract between BEDC and Preston and Paula McNeely**

After discussion, Denise Haugen made a motion to engage attorney, Jeff Moore, to provide an amendment to the original contract between BEDC and Preston & Paula McNeely extending the ending date of the contract by the number of the days from the closing of Pop's Café on the Square to the signing of the amendment; and that the McNeely's bear all costs and attorney's fees for the preparation of the amendment. The motion was seconded by Angela Franks and passed unanimously.

**Agenda Item # 11**

**Consideration and Action Regarding BEDC Workshop and Joint Meeting with City Council**

Carolyn Gibson asked that the Board consider rewriting/updating the BEDC Mission Statement. Monte Byrd suggested that BEDC use the results of the planned Business Retention & Expansion Program as the basis for a new mission statement. Wayne Browning stated that he felt that bridges had been repaired at the meeting earlier that day with City Council. Angela Franks stated that she thought BEDC and City Council were on the same path with the same goals. Allene Schmitt stated that BEDC and City Council had shared visions and that roles of both had been clarified. David Ottmer stated that Friday's BEDC workshop, facilitated by LCRA had been a refresher course for the Board, and the strategic planning session was helpful.

**Agenda Item #12**

**Consideration and Action Regarding Accounting Services for BEDC**

At the request of President David Ottmer and Monte Byrd, Carolyn will obtain estimates of cost of service as a consultant to the BEDC for accounting, maintaining the recognition of liability for that accounting. It will be re-addressed at the June BEDC meeting. Monte Byrd also requested a report on "budgeted" versus actual comparison on income and expense categories for the year to date.

**Agenda Item # 13**

**Committee Reports and Any Related Action**

There were none. President Ottmer reported that committees would be formed after the receipt of the LCRA report on the BEDC workshop.

**Executive Director's Comments and Any Related Action**

Carolyn Gibson reported to the Board that she had deposited \$19,369.00 in sales tax revenue in May, and presented Board members with information on the new GO TEXAN Rural Communities program that will be replacing Texas Yes!. There is a Rural Beautification Grant program that she would like to apply for. When she has a date set to meet with Judy Fort from the Texas Dept. of Agriculture, she will email the Board. Also presented was information on the Texas Institute for Education Reform's meeting in Houston June 11<sup>th</sup>, Small Business Forum in Round Rock May 22<sup>nd</sup>, a copy of the Heritage Gathering ad placed in the April issue of Insite Magazine, the Cat Spring Ag. Society's 152<sup>nd</sup> Annual June Fest the 1<sup>st</sup> of June, and the E-Scrap Collection Day for Austin County May 31<sup>st</sup>. Wayne Browning, Allene Schmitt, Carolyn Gibson and perhaps Delwin Rettig will attend an "Economic Development: Are You on the Right Road" seminar to be presented by Jeff Moore of Brown & Hofmeister May 30<sup>th</sup>. Carolyn will invite any members of City Council to attend also. Information on upcoming events, a request to be put on the agenda by Melanie Boyte with "ADAPT" was referred to City Hall by President Ottmer.

**Agenda Item # 14**

**Questions and Comments from Board Members**

Allene Schmitt, Austin County's representative on the Workforce Board with Houston-Galveston Area Council, reported on the latest workforce information and noted that the Gulf Coast Workforce Board recently won the 2007 National Workforce Association Award for Urban One-Stop Excellence. Wayne Browning suggested that a BEDC representative attend the Bellville ISD Board meetings on a regular basis. Allene Schmitt and Carolyn Gibson will try to attend. Carolyn reported on a chance meeting between Gary Brown with Seacon and BISD Superintendent John Conley. David Ottmer responded that there was definitely a local need for vocational and technical training, beginning at the student level. Allene Schmitt reported that the new Ag/Auto Tech building would have an area with 10 booths to instruct welding.

#### **Adjournment**

There being no further business to come before the Board, Wayne Browning made a motion to adjourn which was seconded by Allene Schmitt. President Ottmer adjourned the meeting at 4:33pm.

Carolyn Gibson, Recording Secretary