

**MINUTES**  
Regular Meeting  
Bellville Economic Development Corporation

Date of Meeting: July 11, 2013  
Time of Meeting: 5:00 P.M.  
Location: Council Meeting Room, Bellville City Hall  
30 South Holland St., Bellville, TX 77418

1. Call to Order, Invocation and Pledge
2. Roll Call and Certification of Quorum **Present: Bob Buckner, Pat Burns, Monte Byrd, Paul Jones, Clark McKinley, C.L. Roy, Danny Jacob. Quorum certified.**
3. Consideration and Action to Approve the Agenda as Posted **Motion to approve by Mr. Roy, 2<sup>nd</sup> by Mr. McKinley. Motion approved unanimously.**
4. Public Comment (3-Minute Remarks of Speakers who have completed Sign-in Sheet) AND Receipt of Grant Applications. **None**
5. Questions and Comments from Board Members (discussion is limited to statements of policy or statements of factual matters, or the request that a matter be placed on the next meeting's agenda) **Mr. Jacob told the board about an accident involving former board member LeAnn Luedeker and her family. He asked the board for prayers for the family's recovery.**
6. Consideration and Action to Approve **Minutes** of Previous Meeting held. **Motion to approve by Mr. Buckner. 2<sup>nd</sup> by Mr. McKinley. Approved unanimously**
7. Consideration and Action to Approve Treasurer's Report, Payment of Outstanding Bills, and Investments. **Mr. Jacob presented report. The balance sheet show \$897,275.13 in total current assets. June sales tax revenue was \$23,647.99. Bills presented for payment were \$351.50 to Brown & Hofmeister for legal advice, \$50.40 to Bellville Time for notices. \$200 to LeAnn Luedeker for Accounting services, and \$1,038.09 to KGA/DeForest for construction administration. Mr. Roy made motion to approve report and pay bills as presented. Mr. Burns 2<sup>nd</sup>. Motion approved unanimously. Mr. Jacob then presented CD at First National bank for \$107,999.78 that was due for renewal on June 29<sup>th</sup>. Mr. Burns made motion to roll over the CD. Mr. McKinley 2<sup>nd</sup>. Motion approved unanimously.**
8. Consideration and Action as needed on presentation from Laura Baker, Tour Texas marketing website. **Ms. Baker presented a rundown of marketing opportunities with AJR media, which handles Tour Texas website and also advertising in TXDOT magazines. She outlined the costs of building a web page, and the options. Tour Texas works with many small towns in Texas, including Sealy & Brenham.**

**Board members asked questions about what kind of entities used the site, and how email & lead follow-ups were handled. Also had discussions about how to proceed on possible email marketing campaign. No action taken.**

9. **Consideration and Action as needed on maintenance proposal for S. F. Austin statue area. TXDOT has been mowing the area on a consistent basis. Mr. Buckner stated that after consulting with TXDOT, it may be more practical to encourage volunteer help in keeping the immediate statue area maintained, than to hire a contractor who would be subject to TXDOT safety rules.**
10. **Consideration and Action as needed on policy for usage of Bishop Pavilion. Mr. Byrd asked the board to consider usage rules and possible rental fees for the pavilion. Mr. Burns stated that other cities around Bellville charge a refundable deposit. He gave the example of a similar sized pavilion in Sealy. A \$45 deposit is required along with \$30 rental. Mr. Burns also urged considering waiving a fee in first couple of years to encourage use. Mr. Byrd is concerned that commercial grade maintenance is going to be needed to keep the facility up, and that a revenue stream will be needed to pay for that. Mr. Buckner discussed similar Management Districts in Houston that levy a business fee to pay for common area maintenance. There was also discussion about who would handle any deposits/rental fees & check on clean up. Mr. Jones asked how the City handled similar situations in the park system. It was agreed to continue discussion in future meetings.**
11. **Update and Action as needed on construction on Bishop Pavilion project. (Note: This item was moved up to accommodate guests) Bob DeForest of KGA/DeForest presented update on construction. Parking lot excavation is complete, new drainage basins & drainage line have been installed, and electrical conduit from power supply pole to electric panel is also installed.**

**Three expensive surprises were found when excavation was complete. The first was that the sub-base was not as extensive as pre-construction boring tests had indicated. The second was an unknown drainage pipe discovered running through the middle of the lot. Mr. DeForest stated the line is not buried deep enough to accommodate the new slope of the parking lot. The third was an electrical conduit that was only a few inches below the surface.**

**Mr. Deforest said he was working with D.L. Meacham to minimize the costs of the changes. The total for the changes was an additional \$39, 445.40. \$12,000 in savings had been found by matching existing park lightpoles, for a difference of \$27,445.40. Mr. Jacob expressed concern that the boring tests had not discovered the problem with the sub-base. Mr. DeForest agreed, and said they had relied on those tests for the construction estimate, and felt the testing company should have discovered the issue.**

**Mr. Deforest proposed digging up and reburying the drainage line with new pipe. The conduit had already been fixed, because it was deemed an immediate hazard. Mr. Jones made motion to agree to Mr. Deforest & Meacham recommendations on the understanding that \$27,445.40 would be the maximum expense for these repairs.**

**Mr. Buckner 2<sup>nd</sup>. Motion approved unanimously.**

**Also presented was Pay Application #2 for \$25, 798.50 for work completed so far. Mr. Roy made motion to approve payment, Mr. Buckner 2<sup>nd</sup>. Motion approved unanimously.**

12. Consideration and Action as needed on Banner project. **No update.**
13. Discussion and Action as needed on preparations for fiscal 2014 EDC Budget. **It was agreed to ask Ms. Luedeker to prepare budget outline, as in previous years. Line items should be added for the Storefront project (pending Council approval). There was also a discussion about the need to add a budget line for maintenance. Mr. Buckner will ask KGA for an estimate on utility usage at the new Pavilion to help determine a maintenance estimate.**
14. Executive Session under Govt. Code Sec. 551.071, 551.072 and 551.087 to discuss legal matters with attorney, real property negotiations, and/or economic development negotiations. **None**
15. Action on matters considered in Executive Session. **None**
16. Adjournment. **5:31**