

Agenda
Regular Meeting
Bellville Economic Development Corporation

Date of Meeting: June 5, 2014
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, C.L. Roy, Danny Jacob. Absent: Clark McKinley. Quorum certified.**
3. Consideration and Action to Approve the Agenda as Posted . **Mr. Jones made motion to approve agenda. Mr. Roy 2nd. 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 asked Mr. Byrd about the status of groups requesting banners. Mr. Byrd stated he has been contacted by several groups, and we will include this on next month's agenda.**
6. Consideration and Action to Approve Minutes of Previous Meeting held. **Mr. Jones made motion to approve minutes. Mr. Roy 2nd. Motion approved unanimously.**
7. Consideration and Action to Approve Treasurer's Report, Payment of Outstanding Bills, and Investments. **Mr. Jacob presented report. \$28,620.67 was collected in sales tax for the month. Total current assets are \$525,198.56. Mr. Jacob noted that total assets (including parking area, Pavilion & statue) now total \$1,019,224.63. Bills presented for payment include \$502.54 to KGA DeForest for Master Plan review, \$31,500.09 to DL Meacham (this is the final payment on the Pavilion project), \$99.90 to Cravens Office Supply, \$130.79 & 59.73 to City of Bellville for utilities, \$200 to LeAnn Luedeker for monthly services contract, \$55.50 to Brown & Hofmeister for legal services, and \$12.60 to Bellville Times for notices. Mr. Burns made motion to approve report and pay bills as presented. Mr. Roy 2nd. Motion approved unanimously.**
8. Consideration and Action as needed on proposal to establish a Farmer's Market at Bishop Pavilion. **Mr. Byrd presented proposal. He said that he, Mr. Jacob and Mr. Burns had been looking at ways to utilize the Pavilion to bring people to town to shop and enjoy Bellville. He said without a destination hotel, it made more sense to focus on bringing in people to enjoy the day, rather than looking at staging events to**

encourage overnight stays. He felt our target audience is people in Katy & West Houston who might be looking for fun events, but also looking for cities with an improved quality of life such as Bellville for their new home or retirement. Mr. Byrd said that after discussing several possibilities, it was believed that a Farmer's Market might be a good way to get started. It would help promote local agriculture, provide our residents with a way to make extra money, and give travelers one more reason to stop. He said we have already reached out to existing businesses and groups for help.

Mr. Burns introduced Tomi Beth Drab from Farm to Market, who has agreed to work with the Market as a manager. She has already talked with other Farmer's Markets, such as the one started by the Rosenberg EDC, which has become highly successful. Mr. Burns said that Philip Shakelford, of Austin Co. AgriLife has agreed to help form an advisory committee. Mr. Burns said the current thinking was to have a seasonal market, perhaps from April to October, on the first & third Saturdays of the month. Mr. Burns made a motion to move ahead with the formation of a Farmer's Market Advisory board, including Mr. Burns, Mr. Jacob, Ms. Drab, Mr. Shakelford & Mr. Ric Flores, the Chamber Market Day Chairman. The committee would develop and present a formal plan for inclusion in the annual budget process for the fiscal year beginning in October. Mr. Jones 2nd. Motion approved unanimously.

9. Consideration and Action as needed to hire a marketing contractor for EDC projects. Mr. Byrd said during discussions about the Farmer's Market, it became obvious that it is difficult for an all-volunteer board to keep up with our various projects. Mr. Byrd said the board could use help on current projects, such as BellvilleProspector.com working with realtors to upload information about properties for sale. We could also use help on potential projects such as the Farmer's Market and develop a website and social media to market the projects and the City. Mr. Jacob talked about a potential candidate for the position, Renee Sullins, who had helped the car show with marketing. She was an experienced Marketer, and a self-starter. Mr. Burns said a survey of other EDC's showed that a fair rate for such a position would be \$20 per hour. He proposed capping the pay at 80 hours a month. Mr. Burns also said this would not be an employee, this would be an outside contractor, responsible for her own taxes, working on a renewable annual contract. Mr. Byrd said our attorney advised the position would require a contract, and that he could help draw one up. Mr. Burns made a motion to draw up a contract, and to devise a list of projects and duties, and to bring Ms. Sullins before the board at the next meeting. Mr. Jones 2nd. Motion approved unanimously.
10. Discussion and Action as needed on proposal for EDC Downtown Master Plan review by KGA DeForest. Mr. Byrd asked that the board go into executive session before discussing. Board met in executive session at 5:33. Exited at 5:45. No Action. Mr. Buckner made motion to table until next meeting, Mr. Roy 2nd. Motion approved.

11. Discussion and Action as needed on Landscape Maintenance contract for Pavilion. **Mr. Buckner said he was halfway through with a new list of contract specifications, and still needs a little more time to finish. He asked if the board wanted to include just the rose bushes around the statue in the contract, or the entire traffic island. Mr. Byrd said the state had been mowing the island, and doing a good job. Mr. Buckner felt it might still be more efficient to have the contractor take care of the entire island, because it gave the EDC more control. Mr. Jones asked about the plan to seed the area with bluebonnets. Mr. Buckner said that was a good example of giving the board flexibility, because we could instruct the contractor to not mow during bluebonnet season. Mr. Buckner made a motion that he be allowed to prepare a contractor packet and begin advertising for bids. Mr. Jones 2nd. Motion approved unanimously.**
12. 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.
13. Action on matters considered in Executive Session.
14. Adjournment **5:44**