



**CITY OF BANDERA**  
**ECONOMIC DEVELOPMENT CORPORATION**  
**JOINT WORKSHOP & REGULAR MEETING**

Bandera City Hall, 511 Main Street, Bandera, Texas

Tuesday, May 20, 2025 at 6:30 PM

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**MINUTES**

**1. Call to order joint workshop.**

The workshop was called to order at 6:30PM

**2. Pledge of Allegiance.**

All stood for the pledge.

**3. Workshop**

A. Joint workshop with EDC Attorney Sara Kerr with Messer & Fort Law Firm on EDC 101 and question and answer.

**4. Adjourn Workshop.**

The workshop was adjourned at 7:14PM

**5. Call to order Regular Meeting.**

The regular EDC meeting was called to order at 7:17 PM

**6. Visitors to be Heard (please keep comments to 3 minutes).**

There were no visitors to be heard.

**7. Consent Agenda.**

Board Member Breen made a motion to approve the consent agenda with a few minor changes per Laura's request. Seconded by Board Member Davenport. All in favor, none opposed. Motion Passes.

A. Approval of minutes from the April 15, 2025 and April 29, 2025 meetings.

B. Approval of the following invoices for payment

1. Bandera Bulletin (\$153.50)

C. Financial Report.

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

A. **During this time that the EDC is in open hiring for an administrative assistant the EDC requests to utilize/contract the services of the City Secretary, the City Treasurer, and the City Administrator and any other staff members or employees of the City of Bandera to temporarily assist with the Position of the EDC Administrative Assistant.**

Board Member Breen made a motion to utilize/contract the services of the City Secretary, the City Treasurer, and the City Administrator to temporarily assist with the Position of the EDC Administrative Assistant, Seconded by Cothran. All in favor, none opposed. Motion passes.

**B. Discussion and possible action on an agreement with the BBA for a project park benches.**

Motion made by member Breen to approve the agreement with the BBA, seconded by Member Tankersley. All in favor, none opposed. Motion passes.

**C. Discussion and possible action on a promotional funding agreement for the American Legion Post 157 for \$1,200.00 for the Bandera Honors Veterans Parade on November 8,2025.**

Motion made by member Devenport to approve a promotional funding agreement for the American Legion Post 157 for \$1,200.00 for the Bandera Honors Veterans Parade on November 8,2025. Seconded by member Cothran. All in favor, none opposed. Motion Passes.

**D. Discussion and possible action on renewing the amended BEDC Surety Bond from CNA Insurance Company.**

Member McMullan recused herself from this item.

Motion made by Member Breen to approve renewing the amended BEDC Surety Bond from CNA Insurance Company. Seconded by Member Devenport. All in Favor, One Recused, None opposed. Motion passes.

**E. Review the updating of the 2020 Bylaws and added amendments.**

This item was tabled in hopes of getting to work on it further with an Attorney.

**F. Process for monthly updates on the budget process.**

There was a consensus of the board to spend about 15 minutes at each meeting to discuss the Budget.

**G. Approval of invoices to Lodging Host for Employee Training \$12,000.00 for 2023-24 and \$12,000.00 for 2024-25.**

Member Devenport made a motion to approve invoices to Lodging Host for Employee Training \$12,000.00 for 2023-24 and \$12,000.00 for 2024-25. Seconded by Member Palmer. Five in favor, Cothran opposed. Motion passes.

**9. Comments from the Board.**

Members thanked Manny and Jill for stepping up and helping.

Devenport gave an update on the TNR program stating they had trapped and neutered 51 cats and rehomed 10 of them.

**10. Future agenda items.**

Auditor, amend the 2024-2025 budget, EDC property and future use.

**11. Adjourn.**

The meeting was adjourned at 8PM.

**12. /s/ Jill Shelton**

Jill Shelton, City Secretary