

**Balch Springs
Community & Economic Development Corporation Type B
August 14, 2019**

1. Identification of quorum

Meeting was called to order at 6:00pm by President Rhonda Ashcraft

Present: Rhonda Ashcraft
Lana Chambless
Kelwyn Hill
Opal Smith
Rick Brumfield
Yemi Salau

Absent: Paula Garcia

Staff: Susan Cluse, City Manager
Chris Dyer, Community Development Director
Effie Donaldson, ED Admin. Services Manager
Linda Highwood, ED Project Coordinator
Bianca Redmond, Chief Financial Officer
Brad Harris, Public Works Field Operations Mgr.

Attorney: Jeff Moore

Council Liaison: Tartisha Hill

2. Pledge of Allegiance

Type B Board President Rhonda Ashcraft led the Pledge of Allegiance

3. Citizens Comments

No Citizen's Comments were made

4. Approval of Minutes

A. BSCEDC Type B Regular Meeting Minutes for July 10, 2019.

Kelwyn Hill made a motion to approve the regular meeting minutes for July 10, 2019.

Lana Chambless seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith, and Yemi Salau

Motion Passed 6-0

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5. Discussion and action concerning Bills Due/Bills Paid.

Lana Chambless made a motion to approve the August 2019 bills due/bills paid presented.

Opal Smith seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith, and Yemi Salau

Motion Passed 6-0

6. Discussion and action concerning marketing sponsorship for the 16th Annual T.J. Patterson Golf classic in San Antonio not to exceed \$2,500.00.

Opal Smith made a motion to approve a sponsorship for the 16th Annual T.J. Patterson Golf classic in Fort Worth not to exceed \$2,500.00.

Kelwyn Hill Seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Opal Smith, and Yemi Salau

Abstain: Rick Brumfield,

Motion Passed 5-1

7. Discussion concerning funding for Woodland Park Trail improvements and park entry sign not to exceed \$105,000.00.

Chris Dyer Community Development Director discussed the Woodland Park Trail improvements and park entry sign with the board Funding of the project was also discussed.

8. Discussion concerning funding for public transportation not to exceed \$144,000.00 for fiscal year 2019-2020.

Star Transit's Chief Communications Officer Kim Britton gave a presentation regarding fiscal year 2019-2020 public transportation cost of service and also gave an overview of the types of services they offer the residents.

9. Discussion concerning providing funding in the amount not to exceed \$19,800.00 for eligible Keep Balch Springs Beautiful projects, including marketing, training, supplies for public park cleanup events and commercial or business area cleanup events, and assist with rehab projects including purchase of supplies, fence materials, plants, shrubs, benches, picnic tables, BBQ grills etc. for public parks.

Keep Balch Springs Beautiful Coordinator Linda Highwood discussed the FY2019-2020 budget and programs with the board. The budget contains funding for event supplies, small tools & equipment, legal fees, membership dues,

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advertising and promotions, contract services, meals for meetings, postage, training, and annual conference.

10. Discussion concerning providing funding in the amount not to exceed \$60,000.00 for a park master plan for Irwin Park.

Staff presented the Scope of Work for the Virgil T. Irwin Park Master Plan and Recreation Center Study, which would be conducted by Freese and Nichols Inc. The Freese and Nichols Inc professional services agreement was also presented and discussed.

**11. Public Hearing:
Public Hearing Opened at 7:08PM**

- A. Provide funding for Woodland Park Trail improvements and park entry sign not to exceed \$105,000.00.
- B. Provide funding for public transportation not to exceed \$144,000.00 for fiscal year 2019-2020.
- C. Provide funding in the amount not to exceed \$19,800.00 for eligible Keep Balch Springs Beautiful projects, including marketing, training, supplies for public park cleanup events and commercial or business area cleanup events, and assist with rehab projects including purchase of supplies, fence materials, plants, shrubs, benches, picnic tables, BBQ grills etc. for public parks.
- D. Provide funding in the amount not to exceed \$60,000.00 for a park master plan for Irwin Park.

Speaker: Tartisha Hill 4614 Creekview Lane, Balch Springs, TX 75181

Comments: Spoke In favor for all items in public hearing

Public Hearing Closed at 7:10PM

12. Discussion and action concerning funding for Woodland Park Trail improvements and park entry sign not to exceed \$105,000.00.

Lana Chambless made a motion to approve funding for Woodland Park Trail improvements and park entry sign not to exceed \$105,000.00”.

Opal Smith seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith, and Yemi Salau

Motion Passed 6-0

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13. Discussion and action concerning funding for public transportation not to exceed \$144,000.00 for fiscal year 2019-2020.

Yemi Salau made a motion to approve funding for public transportation provided by Star Transit not to exceed \$144,000.00 for fiscal year 2019-2020.

Kelwyn Hill Seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith, and Yemi Salau

Motion Passed 6-0

14. Discussion and action concerning providing funding in the amount not to exceed \$19,800.00 for eligible Keep Balch Springs Beautiful projects, including marketing, training, supplies for public park cleanup events and commercial or business area cleanup events, and assist with rehab projects including purchase of supplies, fence materials, plants, shrubs, benches, picnic tables, BBQ grills etc. for public parks.

Opal Smith made a motion to approve funding in the amount not to exceed \$19,800.00 for eligible Keep Balch Springs Beautiful projects, including marketing, training, supplies for public park cleanup events and commercial or business area cleanup events, and assist with rehab projects including purchase of supplies, fence materials, plants, shrubs, benches, picnic tables, BBQ grills etc. for public parks.

Yemi Salau seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith and Yemi Salau

Motion Passed 6-0

15. Discussion and action concerning providing funding in the amount not to exceed \$60,000.00 for a park master plan for Irwin Park.

Lana Chambless made a motion to approve funding in the amount not to exceed \$60,000.00 for a park master plan for Irwin Park performed by Freese and Nichols, Inc.

Kelwyn Hill Seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith and Yemi Salau

Motion Passed 6-0

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16. Discussion and action concerning the approval of the FY 2019-2020 marketing contract with the Chamber of Commerce.

Kelwyn Hill made a motion to approve the FY 2019-2020 marketing contract with the Chamber of Commerce not to exceed \$9,500.00.

Rick Brumfield seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield,
Opal Smith and Yemi Salau

Motion Passed 6-0

17. Discussion of proposed Bond for Comprehensive Park Amenities

Jim Sabonis, Managing Director of Hilltop Securities gave an overview of the Balch Springs Community & Economic Development Corporation (Type B) Sales Tax Revenue Bonds, Series 2019. Staff presented the Comprehensive Park Improvement and Amenities Projects which included feasible projects. The item was to be discussed further at the September 11, 2019 BSCEDC Type B meeting.

18. Discussion and action regarding approval of the Balch Springs Community & Economic Development Corporation Type B Budget for Fiscal Year 2019-2020.

Opal Smith made a motion to approve the BSCEDC Type B FY 2019-2020 Budget and the 2020 Recon Budget.

Kelwyn Hill Seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield,
Opal Smith and Yemi Salau

Motion Passed 6-0

19. Reports:

- A. Economic Development Report (ED Staff)
 - I. Economic Development project updates
 - i. City Manager updates
 - ii. Development updates
 - iii. Keep Balch Springs Beautiful update
 - iv. Future Projects 2019 & Beyond
 - v. STAR Transit Reports
 - vi. Other Economic Development Reports/Updates
 - II. Economic Development Activity/Staff Reports

Chris Dyser, Community Development Director and EDC Staff Effie Donaldson and Linda Highwood gave an update to the board on current economic development projects including a development activity update, Star Transit ridership reports, parks project

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update, and the monthly update on staff activity reports.

B. Chamber of Commerce

I. Update on chamber and economic development projects

Janet Launza President, Balch Springs Chamber of Commerce was present to give the board an update concerning past and upcoming events with the Chamber of Commerce in the city.

20. Announcements, request for information and or new business items for future agenda item.

- The next Type B meeting is September 11, 2019.
- Upcoming City Council Meetings are August 26th and September 9th.
- Chamber of Commerce Business Expo & Taste Event is on August 27th at the Civic Ctr. from 5pm – 7:30pm.
- HOT Topics for Texas Cities Training is August 16th from 10:00am to 2pm
- National Night Out Oct. 1st from 6pm-9pm at the Recreation Ctr.
- KBSB Fall Trash Round-Up: Extreme Green Event October 19th 8am – 1pm at the Recreation Ctr.
- Chamber of Commerce Awards Gala is Nov. 7th at Balch Springs Civic Ctr.
- Veteran's Day Breakfast is November 8th from 7am to 11am
- TEDC Economic Development Sales Tax Workshop is November 22, 2019
Location: Hampton Inn, Mesquite, TX
- Type A & Type B Joint meeting and holiday dinner is scheduled for December 11th

21. Adjournment

Lana Chambless made the motion to adjourn.

Opal Smith seconded the motion.

For: Rhonda Ashcraft, Lana Chambless, Kelwyn Hill, Rick Brumfield, Opal Smith,
and Yemi Salau

Motion Passed 6-0

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President Rhonda Ashcraft adjourned the meeting at 7:12PM

Rhonda Ashcraft, BSCEDC Type B President

Effie Donaldson, Economic Development Admin. Services Mgr.

Minutes passed and approved at the regular meeting held on September 11, 2019.