

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
REGULAR CALLED MEETING
JULY 14, 2025**

MEMBERS PRESENT:

PRESIDENT DARREN HOUK
CHARLES RICHARDSON
DAN CHISHOLM
STEVE HOLLAND
DON ISTOOK

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK
MAYOR PRO TEM LEIGH ANN TURNER
ASST PUBLIC WORKS DIRECTOR CASSIE DYER
PARKS BOARD CHAIRMAN JAMES MYRICK

MEMBERS ABSENT:

VP RAUL SANCHEZ
BUCK BYBEE

1. CALL TO ORDER

With a quorum present, President Houk called the Regular Called Meeting of the Economic Development Corporation to order at 6:02 p.m. on Monday, July 14, 2025 at River Oaks City Hall, 4900 River Oaks Blvd, River Oaks, Texas 76114.

2. INVOCATION

Member Richardson gave the Invocation.

3. PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG AND THE TEXAS FLAG.

Member Richardson led the Pledge of Allegiance to the United States Flag and the Texas Flag.

4. PUBLIC TESTIMONY: CITIZENS TO SPEAK ON ANY TOPIC OR ANY AGENDA ITEM BEFORE AN DURING THE MEETING BY RAISING YOUR HAND TO BE RECOGNIZED; HOWEVER, UNLESS THE ITEM IS SPECIFICALLY NOTED ON THIS AGENDA, THE ECONOMIC DEVELOPMENT CORP. IS REQUIRED UNDER THE TEXAS OPEN MEETINGS ACT TO LIMIT ITS RESPONSE WITH A STATEMENT OF SPECIFIC FACTUAL INFORMATION, RECITING THE CITY'S EXISTING POLICY ON THAT ISSUE, OR DIRECTING THE PERSON MAKING THE INQUIRY TO VISIT WITH CITY STAFF ABOUT THAT ISSUE, AND NO EDC BOARD DELIBERATION IS PERMITTED FOR TOPICS NOT SPECIFICALLY LISTED ON THIS AGENDA.

NONE

5. MEMBER ROLL CALL

All members were present except for VP Sanchez & Member Bybee.

6. CONSIDER APPROVAL OF MINUTES FROM THE JUNE 17, 2025 SPECIAL CALLED MEETING.

Member Richardson moved, seconded by Member Chisholm to approve the Minutes of the June 17, 2025 Special Called Meeting. All voted "Aye".

7. STATEMENT OF APPOINTED OFFICIAL & OATH OF OFFICE FOR 2025 MEMBER APPOINTMENTS.

CM Gregory gave the Statement of Appointed Official and the Oath of Office to Members Charles Richardson, Darren Houk, and Don Istook.

8. CONSIDER APPROVAL OF EDC 3RD QUARTER FINANCIAL REPORT FOR FY 2025 (APRIL 1-JUNE 30, 2025).

CM Gregory reported the beginning balance for the 3RD quarter was **\$303,354.01**; sales tax for the quarter totaled **\$75,244.81**; interest from the bank was **\$50.37**; Jjolly's loan payback **\$900.00**; resulting in total revenues of **\$76,195.18**. Total expenditures for the quarter of **\$11,377.52**-yielding an ending balance of **\$442,259.32**. Texpool beginning balance was **\$303,354.01**; interest received was **\$3,273.92**-resulting in an ending balance of **\$306,627.93** Total ending balance in the bank and Texpool is **\$748,887.25**.

Member Istook asked several questions so he could understand the purchases, and the revenue from JJolly's.

Member Holland questioned if Taste of River Oaks expenditures were categorized correctly to make sure we do not go over our limit for that category.

Member Richardson questioned the salary for Anna Lee.

Member Richardson moved, seconded by Member Holland to approve the FY 2025 Third Quarter Financial Report. All voted "Aye".

9. CONSIDER APPROVAL TO AMEND THE EDC BYLAWS IN ORDER TO CHANGE REGULAR MEETING DAYS.

President Houk asked for this to be on the agenda. Council dates were changed to the first and third Tuesday of each month and would like to move EDC meetings to the first Monday of the month.

Member Richardson moved, seconded by Member Holland to move the EDC regular meetings to the first Monday of each month beginning in October 2025. All voted "Aye".

10. CONSIDER EXPENDITURE OF EDC FUNDS TO CREATE A RIVER OAKS MAGAZINE IN ORDER TO PROMOTE ECONOMIC DEVELOPMENT PURSUANT TO SECTION 505.155 "PROJECTS RELATED TO BUSINESS ENTERPRISES THAT CREATE OR RETAIN PRIMARY JOBS" AS PRESENTED BY PRESIDENT HOUK.

President Houk would like EDC to pay for the first publication and then maybe sell ads for the future ones. Lake Worth's magazine was passed around to the board members. Would like the first one to be very generic and we will mail out the magazine to every resident and put them in their welcome bag for new water customers. Members suggested to maybe we print out like our newsletter; pushing out something digital instead of mailing it; feels needs to look professional and needs not to be done in house; need to come up with the content before we commit; it also needs to be translated to Spanish; maybe going in with the school district to share the costs and they can have ½ of the content.

Member Holland moved, seconded by Member Richardson to pursue the River Oaks magazine project with the beginning budget of \$9,500.00 and appointing a committee. All voted "Aye".

PUBLIC HEARING/ACTION FROM PUBLIC HEARING:

11. PUBLIC HEARING: TO RECEIVE PUBLIC COMMENTS ON THE REQUEST FROM THE PARKS BOARD FOR EDC CONSIDERATION TO QUALIFY AN EXPENDITURE OF EDC FUNDS UP TO \$75,000.00 OF THE MATCHING \$150,000.00 GRANT WITH TEXAS PARKS AND WILDLIFE.

At 7:14 p.m., President Houk opened the Public Hearing.

Leigh Ann Turner was present as a Council Member and the Park Liaison. Requesting from the EDC is \$75,000.00. The grant is \$150,000.00 but the city part is \$75,000.00. 40% of residents are under the age of 13. UTA provided us with a master plan so we can secure public funds; and a 501c3 was created. This grant will provide playground equipment at McGee Park, ADA parking, and a walking trail all the way around McGee Park. This park benefits residents, businesses and organizations. Organizations bring in over 9,900 people per year. This is only the first grant for McGee Park; there will be more to follow. The fences at McGee Park would come through the Texas Ranger grants which we can apply for each year and for their grant, the city does not have to match it. We have new Park Board members, and all members have great ideas. The Skate Park was mentioned but all we are doing right now is trying to maintain it. That park doesn't get used that much. It was brought up about who will be maintaining the equipment, fields, etc. LYSA has agreed to maintain the ball fields. The new Public Works Director has created a maintenance schedule on all the parks including the Event Center since it is named a park. More frequent inspections will be done on all playground equipment. The first step is to secure the funding and then the board will make a list of the equipment and the costs. An engineer will help with preparing the specs for the walking trail. It was suggested that the bidding needs to go through the competitive bidding process and need to look at the vendors at this year's TML conference.

At 8:32 p.m., President Houk closed the Public Hearing.

12. ACTION FROM PUBLIC HEARING: CONSIDER APPROVAL OF THE EXPENDITURES OF ECONOMIC DEVELOPMENT CORPORATION FUNDS AS REQUESTED BY THE RIVER OAKS PARK BOARD FOR AN EXPENDITURE OF EDC FUNDS UP TO \$75,000 OF THE MATCHING GRANT WITH THE TEXAS PARKS AND WILDLIFE IF QUALIFIED BY THE ECONOMIC DEVELOPMENT PURSUANT TO SECTION 505.152 "PROJECTS RELATED TO RECREATIONAL OR COMMUNITY FACILITIES" OF THE TEXAS LOCAL GOVERNMENT CODE.

Member Richardson moved, seconded by Member Holland that pursuant to the Local Government Code, Title 12 "Planning and Development", Chapter 505 "Type B Corporations", the River Oaks Economic Development Corporation following a Public Hearing held on July 14, 2025 at 6:00 p.m. that was legally posted in accordance to the Open Meetings Act has qualified expenditures in the Fiscal Year 2025 Economic Development Corporation Budget related to recreational or community facilities for entertainment and park purposes in the amount of \$75,000.00 for a matching \$150,000.00 grant with the Texas Park and Wildlife for a walking trail, playground equipment

and traffic control having been found suitable to help promote the quality of life for the citizens of River Oaks. All voted "Aye".

13. WORK SESSION: FY 2026 EDC BUDGET WORK SESSION.

Revenues: Sales Tax \$320,000; Interest \$13,000; and loan payback \$3,600; resulting in total revenues of \$336,600. Expenditures total \$255,932. The EDC salary reimbursements have two more years to go. The last year will be 2026-2027. Will need to add the \$75,000 grant purchase into the budget. With revenues, expenditures and the grant purchase, we will have a surplus of \$5,668.00.

14. ACTION FROM WORK SESSION: SCHEDULE PUBLIC HEARING ON AUGUST 19, 2025 AT 5:00 P.M. FOR APPROVAL RECOMMENDATION OF THE FY 2026 EDC BUDGET.

President Houk moved, seconded by Member Holland to schedule a public hearing on August 19, 2025 at 5:00 p.m. All voted "Aye".

OTHER ITEMS FOR DISCUSSION AND/OR ACTION:

15. UPDATE FROM PRESIDENT HOUK REGARDING NEW BUSINESSES OR PROPERTIES FOR SALE OR LEASE.

A-1 Motors closed and the building was gutted. The tire shop at the corner of Long and River Oaks Blvd purchased the building and will be running both locations.

The Bank of America building was bought by Dee Kelley.

Not sure what is going on with the Bengale building.

16. EXECUTIVE DIRECTOR REPORT.

Hwy 183 project-is on hold due to funding.

Meandering Road-making little progress.

5400 River Oaks Blvd-Kris Franks is the new owner of that lot and plans to develop the property.

Member Holland wants to move forward on banners.

17. EXECUTIVE SESSION: CONVENE IN EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TEXAS GOVERNMENT CODE: THE BOARD RESERVES THE RIGHT TO CONVENE IN EXECUTIVE SESSION(S) FROM TIME TO TIME ON ANY POSTED AGENDA ITEM TO RECEIVE ADVICE FROM ITS ATTORNEY AS PERMITTED BY LAW DURING THIS MEETING. THE BOARD MAY CONVENE IN EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- a. Section 551.071- To seek advice from attorney;
- b. Section 551.072- Discussion regarding possible sale, lease or acquisition of real estate; and
- c. Section 551.087- Discussion or deliberation regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory

of the governmental body and with which the governmental body is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body.

NONE

18. ACTION FROM EXECUTIVE SESSION.

NONE

19. ADJOURN

At 9:05 p.m., President Houk adjourned the meeting.

APPROVED:


Darren Houk, President

ATTEST:


Paula Luck, City Secretary