

**MINUTES OF THE RIVER OAKS  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR CALLED MEETING  
NOVEMBER 18, 2024**

**MEMBERS PRESENT:**

PRESIDENT DARREN HOUK  
VP CHARLES RICHARDSON  
STEVE HOLLAND  
DAN CHISHOLM  
VP RAUL SANCHEZ  
BUCK BYBEE

**STAFF PRESENT:**

CITY MANAGER MARVIN GREGORY  
CITY SECRETARY PAULA LUCK  
PWD TODD HENDERSON  
COUNCIL MEMBER BRENT FORESTER  
EMC JAMES MYRICK

**MEMBERS ABSENT:**

HEATHER KNIGHT

1. CALL TO ORDER

With a quorum present, President Houk called the Regular Called Meeting of the Economic Development Corporation to order at 6:00 p.m. on Monday, November 18, 2024 at River Oaks City Hall, 4900 River Oaks Blvd, River Oaks, Texas 76114.

2. INVOCATION

Member Holland gave the Invocation.

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

Member Holland 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.

EMC James Myrick-the National Weather Service sent a letter and does not see what happened this morning as a tornado but it is seen as straight-line winds.

5. MEMBER ROLL CALL

All members were present except for Member Knight.

6. CONSIDER APPROVAL OF MINUTES FROM THE AUGUST 20, 2024 SPECIAL CALLED MEETING.

**Member Chisholm moved, seconded by VP Richardson to approve the Minutes of the August 20, 2024 Special Called Meeting. All voted "Aye".**

7. STATEMENT OF APPOINTED OFFICIAL AND OATH OF OFFICE FOR 2024 BOARD REAPPOINTMENTS.

CM Gregory gave the Statement of Appointed Official and the Oath of Office to Member Steve Holland.

**PERSONAL APPEARANCES AND/OR ITEMS REQUIRING EDC APPROVAL/ACTION:**

8. DISCUSSION AND/OR ACTION ON REQUEST FROM THE CHRISTMAS EVENT COMMITTEE TO EXPEND EDC PROMOTIONAL FUNDS FOR THIS YEAR'S CITY CHRISTMAS PARADE & FESTIVITIES.

A local parade does not qualify for hotel/motel tax, but it does qualify for the event. The promotional budget in EDC was reduced because some of the things can be paid out of hotel/motel tax. Council already approved \$5,000.00 out of the hotel/motel tax. Requesting from EDC \$1,500.00 for awards, big overhead lights, and personnel costs.

**Member Chisholm moved, seconded by Member Holland to approve the expenditure out of EDC of \$1,500.00 to use for awards, big overhead lights, and personnel costs for the Christmas Event. All voted "Aye".**

9. CONSIDER APPROVAL OF 4TH QUARTER FY 2024 E.D.C. FINANCIAL REPORT (JULY 1 THROUGH SEPTEMBER 30, 2024).

CM Gregory reported the beginning balance for the 4th quarter was **\$375,020.35**; sales tax for the quarter totaled **\$86,793.36**; interest from the bank was **\$47.77**; street signs sold **\$3,025.00**; firework donation **\$3,500.00**; resulting in total revenues of **\$86,973.36**. Total expenditures for the quarter of **\$43,412.75**-yielding an ending balance of **\$418,580.96**. Texpool beginning balance was **\$292,664.39**; interest received was **\$3,897.77**-resulting in an ending balance of **\$296,562.16**. Total ending balance in the bank and Texpool is **\$715,143.12**.

The board approved in the budget that the Community Center Improvements of \$10,000.00 can only be used if it was requested and if it was for a specific project. The board approved moving \$5,000.00 over from this account to the 75<sup>th</sup> anniversary. Staff moved the whole \$10,000.00 over to the General Fund. Need to move \$5,000.00 back to the EDC and revise the quarterly report.

*Member*  
**VP Richardson moved, seconded by Member Chisholm to approve the FY 2024 Fourth Quarter Financial Report and to amend the financial report to reflect the transfer back of \$5,000.00. All voted "Aye".**

**UPDATES FOR DISCUSSION AND/OR ACTION:**

10. DISCUSSION AND/OR ACTION ON EXPENDING FUNDS FOR BANNERS PROMOTING ECONOMIC DEVELOPMENT WITHIN THE CITY.

We bought 20 holiday banners last year and got six free. Now we have a total of 28 holiday banners. Some of the 28 banners may not make it to next year. The banners have not been stored right therefore they are not lasting. We threw out about 30 banners last year. There are 17 poles that have brackets. Maybe buy some smaller banners like the 75<sup>th</sup> anniversary ones and they are about \$70.00 each.

**VP Richardson moved, seconded by Member Chisholm to spend up to \$5,000.00 on holiday banners and brackets. All voted "Aye".**

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

Cowtown Nutrition closed and Cowboy Cleaners will be moving in there. Atomic Then and Now wants to have a big sale outside for several days but it is against our ordinance. House on Purdue that had a beautiful view has been torn down and a new home is going in. Kris Franks is in the process of purchasing the vacant lot next to Josephina's. It could take up to two years for that property to be developed. Not real sure yet what it will be developed in to. A & A Motors may have a contract to sell.

12. EXECUTIVE DIRECTOR REPORT:

That Eye Place-project is complete, and all terms have been met.

Italiano's-waiting on final invoice and receipts. The sign has been complete and paid for.

Cowtown Nutrition-has moved out but has failed to comply with the 5-year term on the development agreement. She has been notified.

Stress Away Massage-bids came in more than anticipated and will not be doing the signs.

Traffic Count-enclosed for the intersection of Roberts Cut Off and River Oaks Blvd.

HWY 183 project-they are close to 60% design.

13. 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**

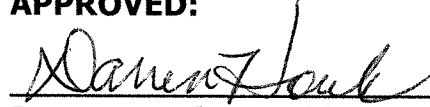
14. ACTION FROM EXECUTIVE SESSION.

**NONE**

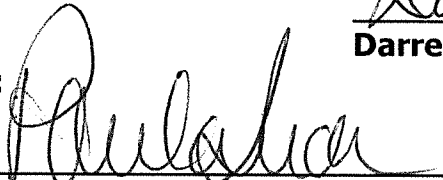
15. ADJOURN

**At 7:25 p.m., President Houk adjourned the meeting.**

**APPROVED:**

  
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**Darren Houk, President**

**ATTEST:**

  
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**Paula Luck, City Secretary**