

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
REGULAR CALLED MEETING
JANUARY 8, 2024**

MEMBERS PRESENT:

PRESIDENT DARREN HOUK
VP CHARLES RICHARDSON
DAN CHISHOLM
RAUL SANCHEZ

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK

MEMBERS ABSENT:

BUCK BYBEE
STEVE HOLLAND
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 6:01 p.m. on Monday, January 8, 2024 at River Oaks City Hall, 4900 River Oaks Blvd, River Oaks, Texas 76114.

2. INVOCATION

President Houk gave the Invocation.

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

President Houk led the Pledge of Allegiance to the United States Flag and the Texas Flag.

President Houk announced Steve Holland's daughter passed away, Paula Luck's grandmother passed away, and Tina McIntire passed away.

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 Members Bybee, Holland and Knight.

6. CONSIDER APPROVAL OF MINUTES FROM THE DECEMBER 4, 2023 SPECIAL CALLED MEETING.

President Houk moved, seconded by Member Sanchez to approve the Minutes of the December 4, 2023 Special Called Meeting. All voted "Aye".

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

7. DISCUSSION/AND OR ACTION ON ADOPTING THE EDC RESOLUTION #2024-01 AMENDING THE BYLAWS BY CHANGING THE MONTHLY REGULAR MEETING DATES.

The City Council changed their meeting dates to the first and third Tuesday of each month. President Houk would like to look at changing EDC to the same week as the council meetings if possible. The issues are the Mayors Council is the first Monday and Planning and Zoning are the third Monday's. We can change the bylaws that EDC will meet once a month and take it month by month on a meeting date. The board agreed to leave as is. No action taken.

8. CONSIDER APPROVAL OF FY 2024 FIRST QUARTER REPORT (OCTOBER 1-DECEMBER 31, 2023).

CM Gregory reported the beginning balance for the 1st quarter was **\$361,599.06**; sales tax for the quarter totaled **\$82,206.36**; interest from the bank was **\$39.47**; resulting in total revenues of **\$82,245.83**. Total expenditures for the quarter of **\$153,533.86**-yielding an ending balance of **\$290,311.03**. Texpool beginning balance was **\$281,196.38**; interest received was **\$3,821.01**-resulting in an ending balance of **\$285,017.39**. Total ending balance in the bank and Texpool is **\$575,328.42**.

Board asked staff to check out Taylor's rental for the rental of the lift for the banners. Park Improvements was budgeted to help the General Fund for the police salaries.

Member Chisholm moved, seconded by VP Richardson to approve the FY 2024 First Quarter Financial Report. All voted "Aye".

UPDATES FOR DISCUSSION AND/OR ACTION:

9. UPDATE FROM PRESIDENT HOUK REGARDING NEW BUISNESES OR PROPERTIES FOR SALE OR LEASE.

The bakery across the street is coming along. The candy store across the street will be opening in February. Tax Bond Insurance will be opening at 5149 River Oaks Blvd. There were 26 new businesses in 2023 which includes some change of ownerships.

10. DISCUSSION AND/OR ACTION ASSOCIATED WITH PURCHASING FLAGS OR BANNERS FOR THE CITY'S 75TH YEAR CELEBRATION.

The flags are \$99.00 each. The flags can only be seen while the wind is blowing. We can get a 2x4 banner for \$50.00 each. We can look at not renting a lift for the banners since the banners are smaller if that is even feasible.

The unveiling of the mayor's monument is this Thursday which will be the start of the events and we will be looking at a big event in the fall at the center. So far, we have received six logo designs.

VP Richardson moved, seconded by Member Chisholm to approve not to exceed \$1,000.00 on banners and/or flags or like items to be determined by leadership for the 75th year celebration to include installation. All voted "Aye".

11. UPDATE FROM PRESIDENT HOUK ON UPCOMING RIBBON CUTTING EVENTS.

We Care Clinic on Roberts Cut Off is the only ribbon cutting coming up, but they have not set a date yet.

12. EXECUTIVE DIRECTOR REPORT:

-UPDATE ON NEW CONSTRUCTION PROJECT FOR JOLLY'S C STORE AT 4710 RIVER OAKS BLVD-not sure when construction will be done.

-PLANNING FOR 75TH CITY ANNIVERSARY IN 2024-the kickoff is this Thursday at 11:30 a.m. of a dedication ceremony. President Houk is collecting photos. A book will be published about River Oaks in the future.

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

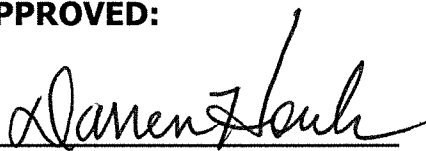
14. ACTION FROM EXECUTIVE SESSION.

NONE

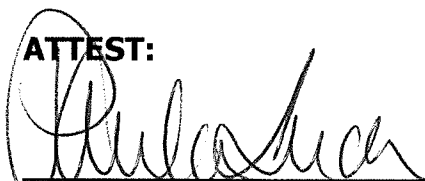
15. ADJOURN

At 7:08 p.m., President Houk adjourned the meeting.

APPROVED:


Darren Houk, President

ATTEST:


Paula Luck, City Secretary