

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
REGULAR CALLED MEETING
APRIL 10, 2023**

MEMBERS PRESENT:

PRESIDENT DARREN HOUK
VP CHARLES RICHARDSON
DAN CHISHOLM
DAVID BEDFORD
STEVE HOLLAND

STAFF PRESENT:

CITY MANAGER MARVIN GREGORY
CITY SECRETARY PAULA LUCK
INTERIM PUBLIC WORKS DIRECTOR JEREMY BELL

MEMBERS ABSENT:

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 6:00 p.m. on Monday, April 10, 2023 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.

NONE

5. MEMBER ROLL CALL

All members were present except for Member Bybee.

6. CONSIDER APPROVAL OF MINUTES FROM THE MARCH 13, 2023 REGULAR CALLED MEETING.

Member Chisholm moved, seconded by Member Bedford to approve the Minutes of the March 13, 2023 Regular Called Meeting. All voted "Aye".

PUBLIC HEARINGS/ACTION FROM PUBLIC HEARING:

7. PUBLIC HEARING: IN ORDER TO RECEIVE PUBLIC COMMENT AND TESTIMONY REGARDING RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY COWTOWN NUTRITION AT 5430 RIVER OAKS BLVD PURSUANT TO RESOLUTION #907-2018 THAT PROVIDES FOR THE BUSINESS IMPROVEMENT GRANT PROGRAM.

At 6:04 p.m., President Houk opened the Public Hearing.

April Shinar was present. The application was received and can provide actual estimates later. Presented a rough drawing of the proposed sign. All her savings went into the inside of the building, but nothing towards the outside. There is a pole sign but nothing on the building to help people find the business. Wants to put fence panels either in front of the chain link fence or replace the chain link fence if Andy's Lock and Key approves. The painter came in cheaper at \$2,800.00. Not sure what the sign material will be made from yet. The ceiling on the awnings is peeling paint. Will add exterior planters and plants. Will upgrade the lighting. Will have permanent window signage. The total project is \$9,300.00 (1/2 is \$4,650.00). Will need a letter from the building owner.

At 6:31 p.m., President Houk closed the Public Hearing.

8. ACTION FROM PUBLIC HEARING: CONSIDER RECOMMENDATION APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY COWTOWN NUTRITION AT 5430 RIVER OAKS BLVD PURSUANT TO RESOLUTION #907-2018 THAT PROVIDES FOR THE BUSINESS IMPROVEMENT GRANT PROGRAM.

Member Chisholm moved, seconded by Member Bedford that the River Oaks Economic Development Corporation finds that pursuant to the Local Government Code Title 12 "Planning and Development", Chapter 505 "Type B Corporations" to recommend to the City Council to approve the request from Cowtown Nutrition at 5430 River Oaks Blvd to enter into a Development Agreement for a Business Improvement Grant in the amount of \$4,750.00 (50% matching grant) for exterior improvements pending proof that all taxes are current on the property and further find that the applicant is qualified for expenditure under Resolution #907-2018 pursuant to Section 505.158 of the Texas Local Government Code that the project is authorized for the expenditure of 4B funds having been found suitable to promote or develop new or expanded business enterprises within the city that create or retain jobs and to turn in all proper receipts, invoices and to get an approval letter from the building owner". All voted "Aye".

9. CONSIDER APPROVAL OF FISCAL YEAR 2023 SECOND QUARTER EDC FINANCIAL REPORT (JANUARY 1-MARCH 31, 2023).

CM Gregory reported the beginning balance for the 2nd quarter was **\$174,387.10**; sales tax for the quarter totaled **\$73,530.17**; interest from the bank was **\$24.47**; resulting in total revenues of **\$73,554.64**. Total expenditures for the quarter of **\$17,645.34**-yielding an ending balance of **\$274,109.86**. Texpool beginning balance was **\$271,124.20**; interest received was **\$2,985.66**-resulting in an ending balance of **\$274,109.86**. Total ending balance in the bank and Texpool is **\$504,406.26**.

Member Chisholm moved, seconded by Member Holland to approve the FY 2023 Second Quarter Financial Report. All voted "Aye".

UPDATES FOR DISCUSSION AND/OR ACTION:

10. DISCUSSION AND/OR ACTION ON STREET SIGNS PURCHASED WITH EDC FUNDS AS PRESENTED BY JEREMY BELL, INTERIM PUBLIC WORKS DIRECTOR.

There are a total of 336 street signs in the city. 152 signs have been installed and the remaining 184 signs are being made. People have reached out to purchase the old signs. Not sure if we will have a drawing for the signs or restart a new list on a certain date. The cost of a new sign is \$48.50, which is double sided but does not include brackets. The board agreed to let the City Council decide how they want to sell the old signs.

11. UPDATE FROM PRESIDENT HOUK REGARDING NEW BUSINESSES OR PROPERTIES FOR SALE OR LEASE INCLUDING BROTHER & SISTER AFRICAN MARKET AND SIMPLE SIMON PIZZA.

The African Market is opening across the street. Simple Simon Pizza is interested in going in across the street also and has reached out to River Oaks. The window tint business closed and another one opened in its place. There is an interview tomorrow with National EDC Magazine. Ranch Radio is starting to run the ads for Springfest tomorrow. Springfest will have two bands: Trinity Oak and Slant Six.

12. DISCUSSION AND/OR ACTION ON INQUIRY TO BUILD 4 PLEX MULTI-FAMILY UNITS IN RIVER OAKS.

Kris Frank's inquired about multi-family units but doesn't have the land lined up in River Oaks. The dentist office on Roberts Cut Off has sold to another dentist.

13. CONSIDER APPROVAL OF THE DATE OF THIS YEAR'S ALL-AMERICAN FESTIVAL.

This is scheduled for June 24th. Talked to Victory Church and they will support the fireworks like they have in the past.

14. 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

15. ACTION FROM EXECUTIVE SESSION.

NONE

Member Chisholm-talked with Lenny Lasher with CISD about sharing the cost of the banners. Got the information on who the school uses for their banners.

Member Holland-we see the value in the EDC Board regardless of how the election turns out.

VP Richardson-never would have thought we would be collecting this much in sales tax.

16. ADJOURN

At 7:19 p.m., President Houk adjourned the meeting.

APPROVED:



Darren Houk, President

ATTEST:



Paula Luck, City Secretary