

**MINUTES OF THE RIVER OAKS  
ECONOMIC DEVELOPMENT CORPORATION  
SPECIAL CALLED MEETING  
AUGUST 23, 2022**

**MEMBERS PRESENT:**

PRESIDENT DARREN HOUK  
VP CHARLES RICHARDSON  
BUCK BYBEE  
GREG HENDRICKSON  
DAN CHISHOLM  
STEVE HOLLAND  
DAVID BEDFORD

**STAFF PRESENT:**

CITY MANAGER MARVIN GREGORY  
CITY SECRETARY PAULA LUCK  
MAYOR JOE ASHTON

**MEMBERS ABSENT:**

NONE

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 Tuesday, August 23, 2022 at River Oaks City Hall, 4900 River Oaks Blvd, River Oaks, Texas 76114.

2. INVOCATION

This item was skipped.

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

This item was skipped.

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.

6. CONSIDER APPROVAL OF MINUTES FROM THE AUGUST 8, 2022 REGULAR CALLED MEETING.

**Member Hendrickson moved, seconded by Member Bedford to approve the Minutes of the August 8, 2022 Regular Called Meeting with correction of adding Dan Chisholm as members present. All voted "Aye".**

7. PUBLIC HEARING: IN ORDER TO RECEIVE PUBLIC COMMENT AND TESTIMONY REGARDING RECOMMENDED APPROVAL OF FISCAL YEAR 2023 ECONOMIC DEVELOPMENT CORPORATION FUND OPERATING BUDGET (OCTOBER 1, 2022-SEPTEMBER 31, 2023) PURSUANT TO THE LOCAL GOVERNMENT CODE, TITLE 12 "PLANNING AND DEVELOPMENT".

At 6:05 p.m., President Houk opened the Public Hearing.

Mayor Joe Ashton spoke regarding the EDC budget and gave a history of this EDC from the beginning. The city budget had a big change three years ago with adding a full time Fire Department. Since then, we have not added a lot of extra things in the city budget. City Manager Gregory is the point of contact for EDC. Ten other cities were contacted and seven of them pay some portion of an employee's salary for EDC duties out of the EDC budget. After meeting with President Houk, it was agreed to propose paying for 1/8 of Marvin and Paula's salary for their EDC duties.

EDC has been paying for the banners but not the labor to install and take down the banners that is done by city employees. Same thing for the new street signs. EDC paid for the signs but not the labor. Board agreed to input \$36,000.00 for salary reimbursement for Marvin Gregory and Paula Luck; and \$10,000.00 for salary reimbursement for Blythe Reaves into the EDC budget.

The City Attorney recommended that the rental income from 920 Roberts Cut Off be deposited into the General Fund since the property is owned by the city. And the expenses will come from the General Fund also. After revisions, the EDC Budget will be in the black by \$99,470.00.

At 6:36 p.m., President Houk closed the Public Hearing.

8. ACTION FROM PUBLIC HEARING: CONSIDER APPROVAL OF THE REVENUES AND EXPENDITURES OF THE ECONOMIC DEVELOPMENT CORPORATION FUNDS AS PRESENTED FOR FISCAL YEAR 2023 OPERATING BUDGET BEING QUALIFIED BY THE ECONOMIC DEVELOPMENT CORPORATION AS APPROVED REVENUE AND EXPENDITURE PROJECTIONS FOR THE FY 2022-2023 BUDGET YEAR THAT WILL PROMOTE NEW OR EXPANDED BUSINESS DEVELOPMENT.

**Member Holland moved, seconded by Member Bybee 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 August 23, 2022 at 6:00 p.m. that was legal posted in accordance to the Open Meeting Act has qualified project expenditures in the Fiscal Year 2023 Economic Development Corporation Budget related to business enterprise property incentives in the amount of \$35,000.00, a project related to boulevard enhancement master planning and signage in the amount of \$10,530.00; a project related to public transportation in the amount of \$27,000.00, a professional services agreement related to contracting with another private corporation to assist with the development or operation of an economic development program and website design in the amount of \$15,000.00, city promotional expenses in the amount of \$18,500.00 that promotes or develops new or expanded business enterprises that create or retain jobs and other professional services for salary reimbursement in the amount of \$46,000.00 in order to obtain the services of an Administrative Assistant to the EDC President in order to**

**promote economic development within the city and services of the Executive Director and also the Secretary/Treasurer. All voted "Aye".**

President Houk gave the EDC Board a book "Keeping the Lights On" and encouraged all of them to read it.

9. 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**


10. ACTION FROM EXECUTIVE SESSION.

**NONE**

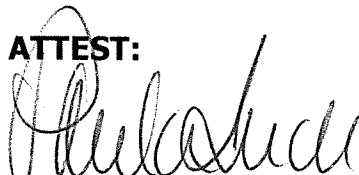
11. ADJOURN

**At 6:40 p.m., Member Hendrickson moved, seconded by Member Holland to adjourn the meeting. All voted "aye".**

**APPROVED:**

  
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**Darren Houk, President**

**ATTEST:**

  
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**Paula Luck, City Secretary**