

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
MARCH 7, 2016**

MEMBERS PRESENT:

PRESIDENT JOANN GORDON
GREG HENDRICKSON
LINDA MORGAN
JOANN BUTLER
DAN CHISHOLM
JOE ASHTON

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
ASST CITY SECRETARY PAULA LUCK

MEMBERS ABSENT:

VICE PRESIDENT STEVE HOLLAND (Illness)

1. CALL TO ORDER

With a quorum present, President Gordon called the Special Called Meeting of the Economic Development Corporation to order at 7:00 p.m. on Monday, March 7, 2016 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

Member Ashton gave the Invocation.

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

Member Ashton led the Pledge of Allegiance.

4. MEMBER ROLL CALL

President Gordon stated all members were present except VP Holland which will be marked as an excused absence.

5. DISCUSSION AND/OR ACTION ON APPOINTMENT OF DAN CHISHOLM AS THE PLACE 6 DIRECTOR OF THE ECONOMIC DEVELOPMENT COMMISSION

Member Ashton moved, seconded by Member Hendrickson to appoint Dan Chisholm in Place 6. All voted "Aye".

6. STATEMENT OF APPOINTED OFFICIAL & OATH OF OFFICE FOR PLACE 6 APPOINTEE

CA Marvin Gregory gave the Statement of Appointed Official and Oath of Office to Dan Chisholm as the Place 6 appointee.

7. CONSIDER APPROVAL OF MINUTES FROM THE JANUARY 26, 2016 SPECIAL CALLED MEETING

Member Butler moved, seconded by Member Ashton to approve the Minutes of the January 26, 2016 Special Called Meeting as revised. All voted "Aye".

8. CONSIDER APPROVAL TO RENEW THE SHOP RIVER OAKS TEXAS ADMINISTRATION RETAINER AGREEMENT WITH FLYROCK MEDIA

President Gordon suggested continuing the contract an additional six months. It is a lengthy process with the Shop River Oaks website. FlyRock Media was hired about seven months ago to set up the website and administer it. He has averaged about 150 phone calls, emails, etc. per month. He guides the businesses in setting up their page and answering any questions they have. Member Chisholm questioned what the plan is after the six months, why can't a city staff member administer the website, and does all business know about this? President Gordon responded that in six months the call volume will be looked at along with the contract and we can adjust the cost down once all the setup is complete. The city staff has maintained the website in the past and it did not work out. All businesses were sent letters and the city has a letter in the welcome packet.

Member Hendrickson moved, seconded by Member Chisholm to extend the contract with FlyRock Media for an additional six months at a cost of \$1,500. All voted "Aye".

9. DISCUSSION AND/OR ACTION ON ENTERING INTO A DEVELOPMENT AGREEMENT WITH PRINT & SIGN DESIGN AT 5177 RIVER OAKS BLVD

Keith Steele with Print & Sign Design asked if there were any tax incentives available in regards to the new building that is currently under construction. There has only been a demolition permit taken out. No permit for new construction has been taken out nor started. New construction will be about \$100,000. Print & Sign Design will move to the new building and will rent out the current building he is in. President Gordon mentioned that the person coming to the board already knows what kind of tax incentive they want. She thinks the board might entertain a refund on permits. CS Gregory stated Keith will need to fill out an application first. Should be about \$1,700 in permit fees.

10. DISCUSSION AND/OR ACTION ON ENTERING INTO A DEVELOPMENT AGREEMENT WITH RIVER OAKS PARKS LLC FOR NEW CONSTRUCTION ON TOWNHOMES

Sonny Partovi with River Oaks Parks LLC would like to recover construction fees and would like to start construction the end of March. Homes will range from \$200,000 in value and up. President Gordon mentioned the exclusion is on residential. CS Gregory responded that this property is multifamily so there is no exclusion. There will be about \$15,000 in permit fees. President Gordon recommended Mr. Partovi to fill out an application and the board will review.

11. DISCUSSION AND/OR ACTION ON EDC PROMOTIONAL EXPENDITURES AT THE JUNE 18TH ALL AMERICAN FESTIVAL

President Gordon stated the firework show is too long and requested it to be shortened; which would reduce the cost from \$7,500 to \$5,300. The show will last 15 minutes. In the past we used to use larger canisters but the law has changed therefore the shows have been lengthened. This new contract is a three year contract.

As of right now, we do not know where the All American Festival will be held due to the closure of SuperSave. It has been suggested to have it in front of the Dollar Tree area, schools, and high school track.

Board decided to wait and decide on what to spend the extra money saved on the fireworks. But will need a plan for the All American Celebration brought to them.

12. STRATEGIC PLANNING SESSION: DEVELOPMENT, PLANNING AND REPORTING FROM WARD AND ASSOCIATES

Patricia Ward suggested in talking with developers and investors, need to talk with them one on one and not in a group setting. Applications need to be reviewed before the EDC Meeting in private and not in public. President Gordon recommended Patricia talking with Member Chisholm since he has talked with multiple developers and investors.

As far as the Round Table meeting, there was not a lot of new information and there has not been much that got accomplished. There was discussion of redoing the rezoning ordinance.

13. ACTION IF ANY FROM STRATEGIC PLANNING SESSION

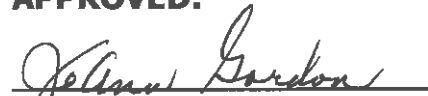
NONE

Member Hendrickson announced that John Knox Church will be closing in about 2-3 weeks.

14. ADJOURN

At 8:32 pm, Member Ashton moved, seconded by Member Chisholm to adjourn. All voted "Aye".

APPROVED:


JoAnn Gordon, President

ATTEST:


Marvin Gregory, City Secretary