

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL CALLED MEETING
JULY 9, 2018**

MEMBERS PRESENT:

PRESIDENT DAN CHISHOLM
VP JOE ASHTON
STEVE HOLLAND
GREG HENDRICKSON
LINDA MORGAN

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
ASST CITY SECRETARY PAULA LUCK
COMMUNITY CENTER DIRECTOR SHIRLEY WHEAT
COMMUNITY CENTER DIRECTOR SHIRLEY BLOOMFIELD

MEMBERS ABSENT:

BUCK BYBEE-EXCUSED
DARREN HOUK-UNEXCUSED

1. CALL TO ORDER

With a quorum present, President Chisholm called the Special Called Meeting of the Economic Development Corporation to order at 6:02 p.m. on Monday, July 9, 2018 at River Oaks City Hall, 4900 River Oaks Blvd, River Oaks, Texas 76114.

2. MEMBER ROLL CALL

All members were present except for Member Bybee which will receive an excused absence and Member Houk which will receive an unexcused absence.

3. CONSIDER APPROVAL OF MINUTES FROM THE MAY 14, 2018 SPECIAL CALLED MEETING.

Member Morgan moved, seconded by Member Hendrickson to approve the Minutes of the May 14, 2018 Special Called Meeting. All voted "Aye".

4. STATEMENT OF APPOINTED OFFICIAL & OATH OF OFFICE FOR 2018 TERM YEAR DIRECTOR APPOINTMENTS.

CS Gregory gave the Statement of Appointed Official and the Oath of Office to Steve Holland, Place 4 and Dan Chisholm, President and Place 6.

5. ELECTION OF PRESIDENT AND VICE-PRESIDENT OF THE RIVER OAKS ECONOMIC DEVELOPMENT CORPORATION.

Member Holland moved, seconded by Member Hendrickson to keep Dan Chisholm as the President and to keep Joe Ashton as the Vice President. All voted "Aye".

6. CONSIDER APPROVAL OF CONTRACTUAL AGREEMENT WITH PAUL PAINE FOR ECONOMIC DEVELOPMENT AS A CONSULTANT TO PERFORM ECONOMIC DEVELOPMENT RELATED PROFESSIONAL SERVICES.

Paul Paine was present. The draft copy of the agreement was presented. This will be on a month to month basis. The changes in the agreement need to be that Paul would attend the EDC meetings, development meetings, council meetings if related to development, workshops if related to development, and community forums if related to development. Also a monthly memo will be sent out to all board members.

VP Ashton moved, seconded by Member Holland to approve the contractual agreement with Paul Paine with the additions noted above. All voted "Aye".

7. CONSIDER APPROVAL TO PAY DUES PLUS A \$15 MONTHLY MANDATORY MEETING LUNCHEON FOR MEMBERSHIP IN THE WEST TARRANT CHAMBER OF COMMERCE.

President Chisholm has attended the last few Chamber meetings. The dues the EDC board approved paying was \$200.00; but after attending the meetings, there is a \$15.00 lunch fee charged per meeting whether you eat or not. The city has not received the invoice for the \$200.00 dues even though we have requested the invoice several times.

VP Ashton moved, seconded by Member Hendrickson to authorize an additional \$15.00 per month for the attendees lunch (\$380.00 a year) and for this to be reviewed after the term expires. All voted "Aye".

8. DISCUSSION AND/OR ACTION ON ENTERING INTO AN ECONOMIC DEVELOPMENT AGREEMENT FOR AZA FAMILY, INC TO OPEN A RESTAURANT AT 4913 OHIO GARDEN ROAD.

This sit down restaurant will be casual food (American/Mexican food) and is currently applying for the alcohol license thru the city. There will be a patio addition added on to the front of the building with an attached roof and screened sides.

At 7:09 p.m., President Chisholm and the board went into Executive Session under Section 551.087.

At 7:24 p.m., President Chisholm and the board re-convened back into Open Session.

Board agreed no action will be taken tonight. Needs to be brought back after the alcohol request that will be voted on tomorrow night at the City Council meeting, and bring back a business plan, financials and a forecast.

9. CONSIDER APPROVAL TO EXPEND ECONOMIC DEVELOPMENT FUNDS ON REPAINTING THE STONE ENTRANCE SIGN AT ROBERTS CUT OFF ROAD & BLACKSTONE DRIVE.

The sign at the Community Center is faded. Recommend Art & Sign for \$407.50.

Member Hendrickson moved, seconded by VP Ashton to approve Art & Sign for \$407.50. All voted "Aye".

10. UPDATES ON EDC FUNDED PROJECTS:

- WEST ENTRANCE SIGN-Art & Sign has sent in a proposal of \$7,795.00 pending TXDOT approval.
- EDC WEBSITE DESIGN-sent out website for board review.

11. FY 2018-2019 BUDGET WORKSHOP.

The Community Center directors are requesting funding from the EDC board to help with the events that bring in people from all over. There are some fixed costs that will have to go in and the firework contract is up for renewal.

Revenues:

Sales Tax \$187,000; Interest \$4,000 which brings a total revenue of \$191,000.

Expenditures:

Transit Service \$16,000; Other Professional Service \$24,000; Travel and Training \$2,000; Dues and Memberships \$400; Boulevard Enhancements \$15,000; City Promotional \$6,000. Others to consider is Banners, Property Incentives, Promotional Supplies, Legal Service and any funding to the Community Center.

12. ANY ACTION FROM WORKSHOP: CALLING PUBLIC HEARING FOR FY 2018-2019 EDC OPERATIONAL BUDGET.

Public Hearing for the FY 2018-2019 EDC Operational Budget will be held August 28, 2018 at 6:30 p.m.

PUBLIC FORUM:

13. ECONOMIC DEVELOPMENT CORPORATION (E.D.C.) INVITES CITIZENS TO SPEAK ON ANY TOPIC; HOWEVER, UNLESS THE ITEM IS SPECIFICALLY NOTED ON THIS AGENDA, THE E.D.C. 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 THE ISSUE. **NO E.D.C. DELIBERATION IS PERMITTED**

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.

This item was done in Item #8.

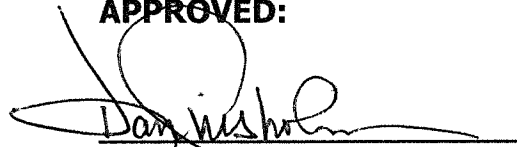
15. ACTION FROM EXECUTIVE SESSION.

NONE

16. ADJOURN

At 8:37 p.m. Member Holland moved, seconded by Member Morgan to adjourn the meeting. All voted "aye".

APPROVED:



Dan Chisholm, President

ATTEST:



Marvin Gregory, City Secretary