

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL CALLED MEETING
JULY 11, 2016**

MEMBERS PRESENT:

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

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
ASST CITY SECRETARY PAULA LUCK

MEMBERS ABSENT:

NONE

1. CALL TO ORDER

With a quorum present, President Gordon called the Special Called Meeting of the Economic Development Corporation to order at 6:30 p.m. on Monday, July 11, 2016 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES & TEXAS FLAGS

Member Ashton gave the Invocation.

Member Ashton led the Pledge of Allegiance to the United States and Texas Flags.

3. MEMBER ROLL CALL

President Gordon stated all members were present.

4. CONSIDER APPROVAL OF MINUTES FROM THE JUNE 27, 2016 MEETING

Member Butler moved, seconded by Member Hendrickson to extend the Minutes of the June 27, 2016 Regular Called Meeting to the next meeting for revisions. All voted "Aye".

5. DISCUSSION AND/OR ACTION ON THE FINANCIAL BREAKDOWN FROM THE 3RD ANNUAL STUFF THE STOCKING FUN RUN AS PRESENTED BY THE CITY SECRETARY

CS Gregory went over the financial breakdown from the Fun Run: \$1,150 deposited, \$1939.53 expended which presented a loss of \$789.53. The entry fees of \$1,591.78 that was collected went to CCDAC for the scholarships.

President Gordon read notes on things she was thinking of:

-The Stuff the Stacking Fun Run started as a way to bring people into the community and to support the businesses. It was not started as a charity event.

-A charitable cause is not the main function but part of the event could support a charitable cause.

-Proposal: EDC will provide up front monies like has been done in the past. But all proceeds first will go towards repaying EDC so the funds are available next year. If the proceeds do not cover the expense, then no funds can be used for any other purpose.

-Proposal: If there are funds available over the expenses they are to be dispersed as follows (a) a 50/50 split between Christmas in Action and scholarships or (b) a 60/40 split between scholarships and Christmas in Action. EDC reserves the right to review the applications for scholarships and scholarships are given under the name Stuff the Stacking Fund Run sponsored by the City of River Oaks EDC.

-Proposal: a final accounting of the funds received and expended are to be presented to the EDC Board no later than two months after the event.

Member Ashton suggested maybe giving out the scholarships in EDC name. VP Holland questioned why all of the entry fees are going to CCDAC. President Gordon responded with that was determined on the back end. Sal Limas and Jason Martinez are very strong about the entry fees going to a school related charitable organization. Sal & Jason are starting their own non-profit to use yearly for various things. Member Morgan suggested maybe EDC doesn't need to be involved anymore. VP Holland suggested possibly paying for printing the business names on the T-shirts since our roll is for businesses to be promoted. Member Chisholm mentioned they are using Marvin to find the location of the run and they also use our Police Dept. President Gordon suggested maybe not up fronting as much money like what was done in the past. VP Holland would like Sal & Jason to come back before the EDC Board in regards to funding, expenses, etc. Member Chisholm suggested Sal & Jason, not the city, checking with Walmart for donations.

President Gordon would like the Fun Run on the August 8th, 2016 at 7:00 pm agenda and have Sal Limas & Jason Martinez in attendance.

6. DISCUSSION AND/OR ACTION ON 2016 BOARD APPOINTMENTS TO CITY COUNCIL

President Gordon stated Dan Chisolm is up for re-appointment in the citizen slot; and Steve Holland and JoAnn Butler are up also in the council slot.

All agreed to continue on the Board.

7. WORKSHOP: BUDGET WORKSHOP #1

CS Gregory went over the revenues suggested: \$170,000 Sales Tax & \$400 Interest, totaling \$170,400. Member Holland recommended looking into the business that closed recently on the sales tax history. That will give a better figure when figuring sales tax for 2016-2017. President Gordon suggested not to budget anything in the Donations Account for Fun Run proceeds until after the August 8th EDC meeting.

The Board discussed the expenses:

\$1,500 for Contract Labor (updating website). Member Chisholm would like to meet with Jarod. Would like to see commercial properties for sale on the website. CS Gregory stated it is currently on the city website but needs to be updated.

\$500 for Promotional Supplies (shop river oaks)

\$12,000 for Other Professional Services (consultant-Patricia Ward)

\$2,000 for Travel and Training (sales tax seminars, etc)

\$150 for Dues and Memberships

\$75,000 for Property Incentives/Businesses (QT final payment & other)

\$45,000 for Boulevard Enhancements (entrance sign)

\$50,000 for Sewer System Improvements (commercial)

\$6,500 for City Promotional (\$5,300 fireworks, \$500 fun run, \$500 car show & \$200 extra)

\$5,000 for Banners. CS Gregory is not sure the cost of the heavy duty brackets. President Gordon mentioned the plan was to add seasonal banners. Member Chisholm suggested picking up brochures at TML Annual Conference. It was also suggested having businesses buy banners promoting their business and the city paying to install them.

The total expenses are \$197,650 which shows a deficit of \$27,250.

8. ACTION, IF ANY FROM WORKSHOP: CALL PUBLIC HEARING FOR FY 2017 OPERATIONAL BUDGET ON AUGUST 23, 2016 AT 6:00 PM

President Gordon called a Public Hearing for the 2017 Operational Budget for August 23, 2016 at 6:00 PM.

9. ADJOURN

At 8:08 pm, Member Ashton moved, seconded by Member Holland to adjourn. All voted "Aye".

APPROVED:



JoAnn Gordon, President

ATTEST:



Marvin Gregory, City Secretary