

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL CALLED MEETING
APRIL 8, 2013**

MEMBERS PRESENT:

PRESIDENT JOANN GORDON
VICE PRESIDENT JOE CREWS
LEIGH ANN TURNER
JOANN BUTLER
GREG HENDRICKSON
STEVE HOLLAND
LINDA MORGAN

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
ASST CITY SECRETARY PAULA LUCK

MEMBERS ABSENT:

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, April 8, 2013 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

VP Crews gave the Invocation.

3. PLEDGE OF ALLEGIANCE

Member Morgan led the Pledge of Allegiance to the United States Flag & the Texas Flag.

4. MEMBER ROLL CALL

President Gordon stated that all members are in attendance.

AT THIS TIME, PRESIDENT GORDON SKIPPED TO ITEM #9: DISCUSSION AND/OR ACTION ON GRAND OPENING OF THE NEW QUICK TRIP AT 2601 JACKSBORO HWY.

Larrie Boyett and Melva Campbell of the Tri-City Area Chamber of Commerce were present. The Chamber wants to coordinate with the City of River Oaks and the Economic Development for the grand opening of the QT scheduled for Thursday, April 25th. The city will have a press release ready to show the EDC Board and the Chamber for approval and will also recommend to the council for approval. The Mayor has given President JoAnn Gordon direction to get the press release completed; therefore not needing council approval. The Chamber has agreed to take care of the scissors, ribbon, and cake. Also Jake with QT may have ideas for the grand opening. The Board agreed

to come up with a plaque for the grand opening. The EDC Board and Chamber of Commerce have agreed to split the cost of the cake, banner, and plaque.

MEMBER HOLLAND MOVED, SECONDED BY VP CREWS TO APPROVE THE PLANS FOR THE GRAND OPENING WITH A BUDGET UP TO \$500.00. ALL VOTED "AYE".

MELVA CAMPBELL MENTIONED THAT THE WESTWORTH VILLAGE POLICE DEPT IS HOSTING A GOLF TOURNAMENT AT HAWKS CREEK AND ALL PROCEEDS WILL GO TO THE SPECIAL OLYMPICS.

5. CONSIDER APPROVAL OF MINUTES FROM THE MARCH 7, 2013 REGULAR CALLED MEETING.

VP Crews moved, seconded by Member Hendrickson to approve the Minutes of the March 7, 2013 Regular Called Meeting as presented. All voted "Aye".

6. CONSIDER APPROVAL TO PURCHASE SHOP FRIENDLY GIVEAWAY MAGNETS FOR SHOPPERS.

President Gordon is surprised about the enthusiasm from businesses for door decals, magnets, and SKEDS. Quotes were received from three vendors for the magnets:

River Oaks Printing: \$248.60 plus \$18.50 or .49 cents each; die cut \$768 plus \$18.50=\$1,536

Print Sign & Design: .95 cent each plus \$200 charge for custom cut

Regency: a 6" size is .77 cents each or a 8" size is .85 cents each

These magnets are the size of a business card and will be handed out to shoppers for businesses who are with SKEDS. They will advertise shopriveroaks and the website address. They will not advertise the businesses. Citizen James Myrick recommends having a booth at the All American Celebration to promote SKEDS and hand out magnets. VP Crews also recommends businesses that have SKEDS put something in their window promoting SKEDS.

Have the magnets available at City Hall and have them in the Storm Water bags. Need to target people who do not know about SKEDS. For a 1,000 magnets, the cost thru River Oaks Printing will be \$509.70. Board agreed to hand out the magnets at group functions and purchase 1,000 business card magnets thru River Oaks Printing for \$509.70.

MEMBER HENDRICKSON MOVED, SECONDED BY MEMBER HOLLAND TO ORDER 1,000 MAGNETS FOR \$510.00 FROM RIVER OAKS PRINTING. VP CREWS VOTED "NAY". MEMBERS HOLLAND, HENDRICKSON, TURNER, BUTLER AND MORGAN VOTED "AYE". MOTION PASSED.

7. PUBLIC HEARING: TO RECEIVE PUBLIC INPUT ON AMENDING THE 2012-2013 OPERATING ECONOMIC DEVELOPMENT CORPORATION BUDGET IN ORDER TO APPROVE EXPENDITURES FOR A BOULEVARD ENHANCEMENT PROJECT RELATED TO BUSINESS ENTERPRISES THAT IN THE BOARD'S DISCRETION CREATE OR RETAIN PRIMARY JOBS AS BEING QUALIFIED FOR THE PROMOTION OF NEW OR EXPANDED BUSINESS PURSUANT TO THE LOCAL GOVERNMENT CODE TITLE 12 "PLANNING AND DEVELOPMENT", CHAPTER 505 "TYPE B CORPORATIONS".

President Gordon opened the Public Hearing at 8:02 pm.

President Gordon wants to use the stamped concrete that QT used in some of their entrances for the median at the corner of Jacksboro Hwy and River Oaks Blvd. This stamped concrete will blend in better with the monument sign and QT. Member Butler would like the stamped concrete to match what we already have in some medians on the Boulevard.

CS Gregory stated that all the maps he has seen show that median is in the City of Fort Worth but River Oaks maintains it. VP Crews does not want to spend any money at this moment.

President Gordon closed the Public Hearing at 8:11 pm.

8. ACTION FROM PUBLIC HEARING: CONSIDER APPROVAL TO AMEND THE 2012-2013 OPERATING ECONOMIC DEVELOPMENT CORPORATION BUDGET IN ORDER TO EXPEND E.D.C. FUNDS FOR A BOULEVARD ENHANCEMENT PROJECT RELATED TO BUSINESS ENTERPRISES THAT IN THE BOARD'S DISCRETION CREATE OR RETAIN PRIMARY JOBS AS BEING QUALIFIED FOR THE PROMOTION OF NEW OR EXPANDED BUSINESS PURSUANT TO THE LOCAL GOVERNMENT CODE TITLE 12 "PLANNING AND DEVELOPMENT", CHAPTER 505 "TYPE B CORPORATIONS".

VP CREWS MOVED, SECONDED BY MEMBER BUTLER TO DELAY ACTION UNTIL FURTHER INVESTIGATION AND ALSO UNTIL NEXT BUDGET. ALL VOTED "AYE".

9. DISCUSSION AND/OR ACTION ON GRAND OPENING FOR THE NEW QUIK TRIP AT 2601 JACKSBORO HWY.

THIS ITEM WAS MOVED TO UNDER ITEM #4.

10. CONSIDER APPROVAL TO EXPEND PROMOTIONAL FUNDS TO RENOVATE THE EDC SIGN.

CS Gregory stated this sign is supposed to be used for when we have projects in our city that is funded by EDC. The sign has become deteriorated and needs to be replaced. The quote for replacement is \$500.00 but recommends tabling this until next budget.

VP CREWS MOVED, SECONDED BY MEMBER HENDRICKSON TO TABLE THIS ITEM UNTIL THE NEXT BUDGET. ALL VOTED "AYE".

11. DISCUSSION AND/OR ACTION ON THE MID-YEAR BUDGET REVIEW AS PRESENTED BY THE CITY SECRETARY.

CS Gregory presented the mid-year budget of the EDC. Sales Tax is up 3% from last year. Board agreed to not make any changes at this time to the budget. Member Turner asked about how the EDC will fund the Fun Run sponsored by CISD. Currently a route is being worked on with the Police Department. This run will probably be a 5k expense. The registration fees will help cover the costs. The plan is to start the Run right after the fireworks in the All American Celebration and end by midnight. Some money will be given to a charity and the EDC Board would like for it to be limited to the military.

The EDC Board agreed to commit in assisting the Fun Run. CS Gregory stated that the Council can elect to support this financially thru the General Budget which would be easier than going thru the EDC Budget. CISD will need to get with the Police & Fire Departments and coordinate the run.

VP CREWS MOVED, SECONDED BY MEMBER HENDRICKSON TO NOT TO ADJUST THE EDC BUDGET AT THIS TIME. ALL VOTED "AYE".

12. CONSIDER APPROVAL OF STRATEGIC PLAN FOR 2013.

President Gordon started off by asking the board how comfortable we are with this strategic plan. A lot of this plan is complete. Pam Mundo feels EDC needs to look at each vacant piece of land and give the pros and cons for development.

The board went over the Strategic Plan line by line and made the following changes:

REMOVE:

Goal #2, Strategies #2
Goal #4, Strategies #1a
Goal #4, Strategies #1b

CHANGES:

Goal #2, Strategies #4-remove "as a shopper thank you"
Goal #4, Strategies #1d-remove "midnight"

The Board agrees to look at the Strategic Plan at each meeting.

VP CREWS MOVED, SECONDED BY MEMBER BUTLER TO APPROVE THE STRATEGIC PLAN FOR 2013 WITH THE ADJUSTMENTS. ALL VOTED "AYE".

13. DISCUSSION AND/OR ACTION ON EDC SERVICES AGREEMENTS INCLUDING ESTABLISHING OBJECTIVES AND BENCHMARKS.

President Gordon started off by saying it has taken a lot of time with Mundo and Associates in getting the program up and going and we are being charged a lot of money for it. President Gordon went over in detail the bill for March 2013. When we signed on with Mundo & Associates, we agreed to a six month review. The question is has Pam Mundo delivered the services for the amount of money we pay her. VP Crews strongly feels we should not pay her any more monies. Member Holland suggested we may not know what she has been doing.


President Gordon has met with Patricia Ward along with the Mayor and CS Gregory. Gordon requested the board consider the proposal from Ward. Ward's expertise is residential and Mundo's expertise is commercial. The Board agreed to ignore Ward's proposal and concentrate on Mundo's. The board suggested having Pam answer questions from the board and finding out where we stand on things **on the terms of the contract**. Pam has not been meeting with CS Gregory as stated in the agreement. The deadline to cancel with Mundo and Associates is June 1, 2013. Citizen Myrick stated his opinion on why the River Oaks community development is taking a long time.

President Gordon wants to give Pam another shot and have all board members look at the contract and ask questions of her. Pam will need to come before the board and give an update at the May 6, 2013 regular meeting at 7:00 pm.

14. ADJOURN

At 9:57 pm, all agreed to adjourn the meeting.

APPROVED:



JoAnn Gordon, President

ATTEST:



Marvin Gregory, City Secretary