

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
REGULAR CALLED MEETING
MARCH 1, 2010**

MEMBERS PRESENT:

PRESIDENT JOANN GORDON
VICE-PRESIDENT STEVE HOLLAND
JAY TANNER
JOANN BUTLER
JOE CREWS
GREG HENDRICKSON
LEIGH ANN TURNER

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
OFFICE MANAGER PAULA BAGWELL
EDC COORDINATOR BILL CREWS
MAYOR HERMAN EARWOOD

1. Call to Order

With a quorum present, President Gordon called the Regular Called Meeting of the Economic Development Corporation to order at 7:00 p.m. on Monday, March 1, 2010 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. Invocation

The Invocation was delivered by Vice-President Steve Holland.

3. Pledge of Allegiance to United States Flag and the Texas Flag

The Pledge of Allegiance was delivered by Member Turner.

4. Consider Approval of the Minutes from the January 26, 2010 Special Called Meeting.

Member Butler moved to approve the minutes of the Special Called Meeting of January 26, 2010 as presented. Motion seconded by Member Hendrickson. All voted "Aye".

5. Discussion and/or action on the Boulevard Enhancement Program

CS Gregory stated there was only \$35,000.00 budgeted for the Boulevard Enhancement Program Project, and Farris Concrete Placement, Inc. gave us an estimate of \$38,455.00 which is \$3,455.00 over budget. The difference is the cost of removal and haul off of the gravel/asphalt. At this point, Farris Concrete does not have the permit from TXDOT and CS Gregory is not for sure if Farris Concrete has even applied for it yet. It should take 20 days from start to finish obtaining the permit from TXDOT. And it should take 30-45 days from start to finish on the project, which should put the start date at the end of March 2010. The medians to be included in this project are: Ohio Garden Rd & River Oaks Blvd (two individual median islands), Median Island in front of Super Save and extending to the intersection with Roberts Cut Off Rd., and the Median Island in front of CVS known as Jewell's Corner. The big Median Island on the northeast corner of the

Boulevard and Roberts Cut Off Rd. will not be included in this project due to the extra expenses pertaining to the electrical boxes.

ECD Coordinator Crews suggested moving the balance in Travel & Training and the balance from the Community Center roof over to the Boulevard Enhancement Program account to cover the extra expenses for this project. Vice-President Holland asked CS Gregory if he had checked on references. CS Gregory has not called yet. The board will need to adjust the figure in the Proposed Budget from \$35,000.00 to \$38,455.00 if they want to proceed with the project at this time. President Gordon questioned the rental of the traffic equipment if they go over the 14 days (as quoted). CS Gregory stated Farris Concrete will have to sign an agreement and this agreement will have to be honored.

President Gordon recommends changing the \$35,000.00 to \$40,000.00 in the Proposed 2010-2010 Budget (6 month budget). No action was taken.

6. WORKSHOP: April 1, 2010 thru September 30, 2010 Operating Budget

At 7:10 p.m., President Gordon opened the Workshop, and invited audience members to comment and ask questions. CS Gregory went over line by line the proposed revenues of \$77,600.00 and proposed expenses of \$247,960.00, which leaves a deficit of \$170,360.00 in the 2010-2010 Budget. Several board members would like to see some improvements made on the front of the Community Center along with a new awning. But before they can begin on these improvements, the drainage will have to be fixed. These improvements will be looked at in the 2010-2011 Budget. The Board agreed on increasing the Boulevard Enhancement account to \$40,000.00.

CS Gregory recommended putting \$10,000 in the budget in order to enhance the front of the community center. President Gordon questioned whether the \$10,000 could be put in the 2010-2011 budget rather than in this shortened 6-month budget. Vice-President Holland would like to start the process of enhancing the front of the Community Center now. Mayor EARWOOD would like the monies to stay in the budget. Board Members agreed and will get input from the citizens at the Thursday night Forum. CS Gregory described how the drainage will be done, and also stated this will be funded out of the Water-Sewer Fund. Member Turner was concerned about doing the concrete work first before having a design. Member Crews stated we do not have a choice but to do the drainage and concrete work now. If we do not, there will be major problems that will come up plus more expenses. EDC Coordinator Crews sees no reason to address the design & the concrete/drainage at the same time. The Board elected to keep the \$10,000 in the budget for community center improvements for designing the building enhancements.

EDC Coordinator brought up the issue of the banners being replaced. He has already spoke with a company regarding the banners. He recommends that we look at cutting back to 20 poles and having larger banners (24x60), instead of 40 poles and smaller banners. The vacant poles can be used for some other type of decorations throughout the year. The banner material will be a heavy vinyl product (18 ounces) with unlimited colors and the color printed on the banner. Air flaps will be cut into the banner so the air can pass thru and the banner will not come off the brackets. EDC Coordinator Crews

stated that at the time, we are working on a new quote. Prices will be based on square footage. It is projected at this time to be 45 banners (20 double sided and 5 single), \$43.20 each banner (each side) and \$35.00 a pole for installation, which should be about \$2,819.00. Cross bars are not included in this quote. EDC Coordinator requested budgeting \$3,500.00 - \$4,500.00 for banners. President Gordon suggested increasing the City Promotional account to \$14,000.00 (\$4,000.00 for banners & \$10,000.00 for the All American Celebration). Another project this banner company does is vinyl wraps on signal boxes at intersections. The Board was not interested.

Park Board Member Norma Cumberledge addressed the board. The Park Board wants to see the funds left out of the project for Woolridge Park for this year is added into the new 6-month budget. Currently the \$29,900 is for engineering stakes and ADA review. They would like to see \$33,461.00 in the 2010-2010 Budget. President Gordon agrees the monies should be moving forward each year. Norma Cumberledge explained they need to rent a track hoe for \$1,000 a day for an additional 5 days, which is to be used as a back up in case the County can not get the grading done within the agreed 10 days. It doesn't mean they will use this money. They were counting on the County to provide the equipment but the County does not want to use theirs.

Member Hendrickson said he may be able to get a better deal. Member Turner stated that if this board committed to this project, than this board needs to add in an extra \$5,000.00 for the track hoe and get this project going; that would increase the budget to \$34,900.00. President Gordon asks the Board Members if the county does not come thru, at what point we need to re-look at this project. The Board as a whole felt that they needed to continue on with the project at this point since we have already committed funds to it.

CS Gregory stated that Jim Brenner is looking into applying for park grants, but we can not realistically apply for grants until we know the total cost of the project. CS Gregory suggested going out for bids on Phase I if the county does not come thru. The only cost for going out for bids would be the publication costs and it would take about 25 days to complete the bid process. Mayor EARWOOD said he can get an application from Holly at Chesapeake Energy to see if they would help out.

President Gordon does not have a problem increasing the budget an extra \$5,000.00, but she feels the citizens will see the City spending a lot of money on this project and there is nothing to show for it. She stated that we do not have that much money and we need to be very careful with it. President Gordon recommended that Staff prepare the bid specs and go out for bids on this project and add a \$5,000.00 contingency in the bid. The Park Improvement account will then be \$38,500.00 in the 10-10 Budget.

EDC Coordinator Crews commented on the BIG Program. This program has been a great success. He reported that Rivas Mexican Restaurant is almost complete with their project in which the EDC participated with Rivas under the BIG Grant Program and that Doug Martin with Goodyear has just started his application for the BIG Grant. Furthermore, Greased Lightning is finishing up their application. A&B Lawn and Garden made improvements on their building but did not use the BIG Program. President

Gordon commended EDC Coordinator Bill Crews on doing a good job with the Banners and the BIG Program.

President Gordon closed the Workshop at 8:19 p.m.

7. Action from Budget Workshop

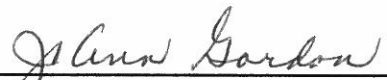
No action other than to direct City Staff to insert the changes to the budget proposal as discussed in the workshop and for Staff to go out for bid on Phase 1 of the Woolridge Park Project. It was suggested that Staff might consider including Phases 2 and 3 as alternate proposals in the bid specifications.

8. Adjourn

At 8:20 Member Crews moved, seconded by Member Turner to adjourn the meeting. All voted "Aye".


APPROVED ON THIS THE 23rd DAY OF MARCH 2010:

BY:



JoAnn Gordon, President

ATTEST:



Marvin Gregory, City Secretary