

**MINUTES OF THE SPECIAL CALLED MEETING
RIVER OAKS CITY COUNCIL AND
RIVER OAKS ECONOMIC DEVELOPMENT CORPORATION (EDC)
FEBRUARY 17, 2009**

COUNCIL MEMBERS PRESENT:

MAYOR HERMAN EARWOOD
MAYOR PRO TEM STEVE HOLLAND
COUNCIL MEMBER JACK ADKISON
COUNCIL MEMBER JOE CREWS
COUNCIL MEMBER R.R. "BOB" MINTER
COUNCIL MEMBER SHERRIE UPTMORE DAST

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
EDC COORDINATOR BILL CREWS
OFFICE MANAGER PAULA BAGWELL
CITY ATTORNEY BETSY ELAM

EDC MEMBERS PRESENT:

PRESIDENT JOANN GORDON
STEVE HOLLAND
GREG HENDRICKSON
SHERRIE DAST
JOANN BUTLER
JOE CREWS
BOB MINTER

1. CALL TO ORDER

With a quorum present, Mayor Earwood called the Special Called Meeting of the River Oaks City Council and of the River Oaks Economic Development Corporation to order at 7:07 p.m. on Tuesday, February 17, 2009 at the River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

Council Member Crews gave the Invocation.

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

Council Member Dast led the pledges of allegiance to the United States and the Texas Flags.

4. CONSIDER APPROVAL OF RESOLUTION NO. 646-09 ENDORSING LEGISLATION AFFECTING ELECTRIC ISSUES

City Secretary Marvin Gregory presented to the City Council the request to approve Resolution 646-09 that endorses legislation affecting electric issues. Gregory stated that the City was a member of the Steering Committee, a 146-city coalition that has been the primary public interest advocate before the Legislature for the last 20-years. The Steering Committee has created a legislative agenda that is aimed for the transition of the electric market from deregulation to a truly competitive market where power remains more affordable for the City and its citizens.

Council Member Dast moved, seconded by Council Member Crews to approve Resolution 646-09 as presented. All voted "Aye".

5. CONVENE INTO JOINT WORKSHOP WITH THE ECONOMIC DEVELOPMENT CORPORATION

Mayor Earwood convened the Council at 7:10 P.M. into a Joint Workshop with the Economic Development Corporation

6. CALL TO ORDER OF ECONOMIC DEVELOPMENT CORPORATION BY PRESIDENT JOANN GORDON

President JoAnn Gordon called to Order the Economic Development Corporation at 7:10 P.M.

7. **JOINT WORKSHOP:** PROPOSED ORDINANCE FOR THE BUSINESS IMPROVEMENT GRANT (BIG)

President JoAnn Gordon gave the floor to EDC Coordinator Bill Crews in order to present the proposed Business Improvement Grant Program to both the City Council and to the Economic Development Corporation (EDC).

EDC Coordinator Crews explained that the program, if established, is a program whereby business operators and property owners may apply to the City for grants for eligible improvements. Crews stated that there have been some improvements in the community and hopefully the program will encourage other businesses to make improvements to the front of their existing businesses as well. The program would help with enhancing building frontages thru restoration, removing deterioration, installing landscaping, restoring gutters, restoring windows and doors; all of which is undertaken to encourage revitalization of the visible exterior appearance of existing buildings.

The maximum amount of a grant for any one building shall be 50 percent of approved eligible improvements to a maximum of \$10,000 per project. A grant shall only be awarded with respect to an eligible improvement that is designed in a manner approved by both the EDC and the City Council. Applications would be considered on a first come, first served basis. The applications would be submitted to the EDC for a recommendation to the City Council. The application shall then be submitted to the City Council for final approval by Resolution duly adopted. Satisfactory completion of all eligible improvements must be within 120-days following the City's approval of the application.

The City would disburse proceeds provided the eligible project is completed within 120-days and the cost receipts are approved by the City Council. If a business vacates a building within 4 years after the date of grant approval, the property owner or successor would promptly reimburse the City based upon a sliding scale.

There was discussion regarding design criteria and City Attorney Elam recommended that eligible projects be defined and that Restrictive Covenants be removed from the draft as presented by EDC Coordinator Crews. The Council recommended that EDC Coordinator Crews meet with the City Attorney and together they revise the draft and incorporate it into a Resolution for the first reading at the March 10, 2009 regular council meeting.

The Mayor, amongst others in attendance, commended EDC Coordinator Crews on his work in producing the program draft and it was noted that the program would be a big step towards the economic development of the city.

8. ACTION FROM JOINT WORKSHOP

No action was taken.

9. **JOINT WORKSHOP: DISCUSSION ON 2009-2010 FISCAL YEAR BUDGET FOR THE ECONOMIC DEVELOPMENT CORPORATION**

EDC President JoAnn Gordon summarized and requested Council input on the 2009-2010 Fiscal Year EDC budget that included projects for boulevard enhancement, infrastructure labor and improvements, park improvements, community center improvements and business incentives. She also recommended funds be set aside for City promotions such as fireworks for the All American Celebration. There was discussion on each line item and how much to allocate for each expenditure.

Following discussion, City Secretary Gregory stated he would prepare the budget figures based on the recommendations mentioned, along with the salary and benefit projections, and bring it back for review at the next EDC budget workshop.

City Secretary Gregory also stated that projects over \$10,000 are required to be presented to the City Council for approval as a Resolution following two readings. He anticipates the first reading to be on March 10, 2009 followed by the second reading on March 24, 2009.

10. ACTION FROM JOINT WORK SHOP

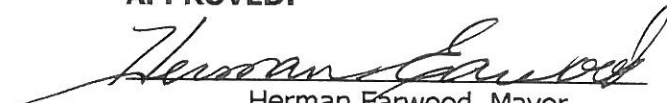
No action was taken.

ADJOURNMENT:

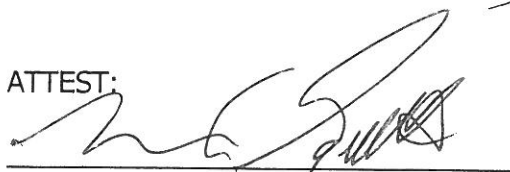
11. ADJOURN

At 9:00 p.m. Council Member Adkison moved to adjourn the meeting. Motion seconded by Council Member Minter. All voted "Aye."

APPROVED:


Herman Earwood, Mayor

ATTEST:


Marvin Gregory, City Secretary