

**MINUTES OF THE RIVER OAKS  
ECONOMIC DEVELOPMENT CORPORATION  
REGULAR CALLED MEETING  
JULY 31, 2023**

**MEMBERS PRESENT:**

PRESIDENT DARREN HOUK  
VP CHARLES RICHARDSON  
DAN CHISHOLM  
HEATHER KNIGHT  
STEVE HOLLAND  
BUCK BYBEE  
RAUL SANCHEZ

**STAFF PRESENT:**

CITY MANAGER MARVIN GREGORY  
CITY SECRETARY PAULA LUCK

**MEMBERS ABSENT:**

NONE

1. CALL TO ORDER

With a quorum present, President Houk called the Regular Called Meeting of the Economic Development Corporation to order at 6:03 p.m. on Monday, July 31, 2023 at River Oaks City Hall, 4900 River Oaks Blvd, River Oaks, Texas 76114.

2. INVOCATION

VP Richardson gave the Invocation.

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

Member Sanchez led the Pledge of Allegiance to the United States Flag and the Texas Flag.

4. PUBLIC TESTIMONY: CITIZENS TO SPEAK ON ANY TOPIC OR ANY AGENDA ITEM BEFORE AN DURING THE MEETING BY RAISING YOUR HAND TO BE RECOGNIZED; HOWEVER, UNLESS THE ITEM IS SPECIFICALLY NOTED ON THIS AGENDA, THE ECONOMIC DEVELOPMENT CORP. 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 THAT ISSUE, AND NO EDC BOARD DELIBERATION IS PERMITTED FOR TOPICS NOT SPECIFICALLY LISTED ON THIS AGENDA.

**NONE**

5. MEMBER ROLL CALL

All members were present.

6. CONSIDER APPROVAL OF MINUTES FROM THE JULY 10, 2023 REGULAR CALLED MEETING.

**Member Holland moved, seconded by VP Richardson to approve the Minutes of the July 10, 2023 Regular Called Meeting. All voted "Aye".**

**PUBLIC HEARING/ACTION FROM PUBLIC HEARING:**

7. IN ORDER TO RECEIVE PUBLIC COMMENT AND TESTIMONY REGARDING RECOMMENDATION OF APPROVAL OF THE ECONOMIC DEVELOPMENT AND PERFORMANCE AGREEMENT AS SUBMITTED BY PATRICIA ODELL FOR THE PROPERTY AT 4821 GREEN OAKS BLVD FOR COSMETOLOGY AND TRADE SCHOOL.

At 6:07 p.m., President Houk opened the Public Hearing.

Patricia Odell was present. Pictures were passed out of the progress so far and information about cosmetology school. She assumed when she leased the building, it was in working condition. Found out later there were electrical issues which the owner was aware of, and there are air conditioning issues. The electrical issues have been fixed and has had electricity in the building for three weeks. Patricia has never run a business before but has always worked for a cosmetology school. Projected are 50 students (25 per instructor) at a time. A new group of students could start every six weeks. All equipment is used but will look like brand new. Patricia is invested in this business and will do what she can to make this business happen. The target date to open is September 1, 2023.

At 6:57 p.m., President Houk went into Executive Session under Sections 551.071, 551.072, and 551.087.

At 7:39 p.m., President Houk reconvened back into Regular Session.

8. ACTION FROM PUBLIC HEARING: CONSIDER APPROVAL OF THE EXPENDITURE OF EDC FUNDS FINDING THAT THE PROPOSED ECONOMIC DEVELOPMENT AND PERFORMANCE AGREEMENT AS SUBMITTED BY PATRICIA ODELL FOR THE PROPERTY AT 4821 GREEN OAKS BLVD FOR COSMETOLOGY AND TRADE SCHOOL IS AN ALLOWABLE EXPENDITURE OF EDC FUNDS.

Normally we rebate a portion of sales tax. The board has agreed to give you two options and a week to decide which option you want. Option #1-rebate 1.015% of your sales tax for the first year; Option #2-provide \$2,500.00 when the certificate of occupancy is approved and \$2,500.00 after three months of business. Receipts will need to be turned in to get the \$5,000.00.

At 7:48 p.m., President Houk closed the Public Hearing.

**Member Holland moved, seconded by Member Bybee that the River Oaks Economic Development Corporation finds that pursuant to the Local Government Code Title 12 "Planning and Development", Chapter 505 "Type B Corporations" to recommend to the City Council to approve the request from Patricia Odell at 4821 Green Oaks Blvd to enter into a Development Agreement under either of two options: 1) rebate of .015 of the sales tax for year one of operations be rebated to Patricia at the end of the year; or 2) \$5,000.00 be provided for interior and exterior improvements upon receipt of expenses to be paid in two amounts the first of which would be upon certificate of occupancy completion of an acceptable certificate of occupancy for \$2,500.00 and the second amount of \$2,500.00 upon completion of three months of operation after the doors are open and if the business is still in**

**operation. And further find that the project qualifies for the expenditure of EDC funds pursuant to Section 505.158 of the Texas Local Government Code and that the project having been found suitable to promote or develop new or expanded business enterprises within the city that create or retain jobs. All voted "Aye".**

**WORKSHOP/ACTION FROM WORKSHOP:**

9. WORKSHOP: DISCUSS FY 2024 EDC BUDGET.

The projected revenue is \$331,000.00 and the projected expenditures is \$158,500.00 which includes salary reimbursement for Marvin Gregory, Paula Luck and Blythe Reaves for \$123,318.00. And Park Improvements for \$27,000.00 and Community Center Improvements for \$18,000.00. The \$162,318.00 will help support the general fund. The board agreed to increase the Travel & Training to \$5,000.00. Board would like criteria to be set up for the Park Improvements and Community Center Improvements.

Spectrum (Charter Communications) is offering River Oaks its own tv channel, the first year is over \$14,000.00 and \$7,000.00 each year after that.

Member Chisholm is opposed using EDC for salaries. Feels Police and Fire should be on the same pay scale. If they aren't on the same pay scale, other departments will have issues with it.

10. ACTION FROM WORKSHOP: SCHEDULE PUBLIC HEARING FOR AUGUST 22<sup>ND</sup>, 2023.

**Member Bybee moved, seconded by Member Holland to schedule the Public Hearing for August 22, 2023. All voted "Aye".**

11. 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.

**NONE**

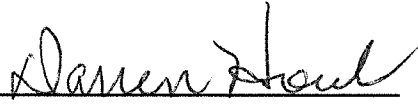
12. ACTION FROM EXECUTIVE SESSION.

**NONE**

13. ADJOURN

**At 8:27 p.m., President Houk adjourned the meeting.**

**APPROVED:**

  
**Darren Houk, President**

**ATTEST:**

  
**Paula Luck, City Secretary**