

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL CALLED MEETING
MAY 29, 2012**

MEMBERS PRESENT:

PRESIDENT JOANN GORDON
VICE-PRESIDENT JOE CREWS
LINDA MORGAN-7:16 PM
JOANN BUTLER
GREG HENDRICKSON
LEIGH ANN TURNER-7:01 PM
STEVE HOLLAND-7:01 PM

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
OFFICE MANAGER PAULA LUCK
PW DIRECTOR JAMES HATLEY

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 7:00 p.m. on Tuesday, May 29, 2012 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

VP Crews gave the Invocation.

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

Member Hendrickson 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 except for Linda Morgan whom is marked as an excused absence. (Linda Morgan showed up at 7:16 pm)

5. CONSIDER APPROVAL OF MINUTES FROM THE MAY 7, 2012 SPECIAL CALLED MEETING.

VP Crews moved, seconded by Member Hendrickson to approve the minutes of the Special Called Meeting on May 7, 2012 as presented. All voted "Aye".

6. PUBLIC HEARING: HEARING TO CONSIDER THE RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS

SUBMITTED BY MAI BUI D/B/A PCN CLEANERS AND ALTERATIONS AT 5410 RIVER OAKS BLVD.

At 7:02 pm, President Gordon opened the Public Hearing.

CS Gregory gave a summary of the application. The application consists of a 20-foot pole sign located on the property in excess of 15-feet from River Oaks Blvd with a sign face of 50 square feet on both sides, an attached business sign on the building façade that is 32 square foot, and a 120 volt electric circuit with wiring ran underground to pole sign and that connects to the building business sign. The cost is \$9,635.00. The pole for the pole sign is existing. CA Gregory figured up a different permit fee when figuring the permit; therefore, figuring \$8,740.00 is eligible improvements.

VP Crews thought the board had already spent what was in the budget for the BIG Grants. CS Gregory stated the board would have to amend the budget. President Gordon said another pole sign would look cluttered in that area. She would rather see all businesses get together and have one pole sign with all the business listed. She would rather amend the budget for the sign on the building; but not for a pole sign. Member Butler thought once the monies were gone in the budget, then applications would be denied. Member Holland mentioned there is no support for the attached sign that is \$2,080.00. President Gordon noticed there is not a signed lease. It is month to month only. This board has always dealt with long term leases.

CS Gregory mentioned that the owners of the cleaners would like to get better advertising. Member Turner recommended talking with the owner of the strip center and have her update the façade. Owners of PCN Cleaners said the sign would be in line with the donut sign. They will be grateful on whatever decision is made tonight. CS Gregory stated the pole is barely on the edge of the right of way. TXU has to approve all pole sign locations. Member Holland mentioned the owner of the strip center is from River Oaks.

At 7:24 pm, President Gordon closed the Public Hearing.

7. ACTION FROM PUBLIC HEARING: CONSIDER THE RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY MAI BUI D/B/A PCN CLEANERS AND ALTERATIONS AT 5410 RIVER OAKS BLVD.

President Gordon does not believe that a pole sign is in the best interest for River Oaks Blvd. But the sign on the building will be considered as long as it meets the city ordinance. Member Turner mentioned since we have over spent in the budget, where do we stop on accepting any new grant applications. VP Crews mentioned the reason we are over budgeted is because of QT. Member Holland mentioned we need to be consistent to whatever changes that are going to be made to the grant.

Member Butler moved, seconded by Member Morgan to deny the sign application for 5410 River Oaks Blvd. All voted "Aye".

AT THIS TIME, PRESIDENT GORDON MOVED TO ITEM #10.

10. DISCUSSION AND/OR ACTION ON CONSIDERATION OF CONTRACT SERVICE AGREEMENT WITH MUNDO & ASSOCIATES FOR CONSULTANT SERVICES IMPLEMENTING DEVELOPMENT PLANNING.

President Gordon had met with other consultants and found that other consults cost more than Mundo & Associates. Mundo & Associates is \$100 an hour which at 40 hours is \$4,000 a month. Member Butler asked if they guarantee the 40 hours a month. VP Crews mentioned the EDC does not have \$48,000. President Gordon mentioned that EDC does bring in more than that amount. We can ask Pam Mundo to reduce the figure by reducing her hours. Her expertise is what this board needs. She is going to work with us before our new budget goes into effect so we know what we are looking at. Member Morgan agrees with hiring Mundo & Associates but not sure this should be the initial part of the process. Member Morgan would like to see Mundo & Associates get us started in the right direction. VP Crews is not against development but feels the cost is too much. Member Holland feels we can work with Pam on the cost and possibly would like to commit some monies to a one year contract to see how things go. But we will need to get references and check them out first. President Gordon feels the board needs to use the BIG grant monies toward Mundo & Associates which will be money better spent. Member Turner suggested the board needs to work side by side with Pam so we know all her contacts and information.

CS Gregory has seen Pam's work and he recommends her. President Gordon mentioned Pam is aware about more grants that the board is which would be very beneficial. CS Gregory and President Gordon will contact Pam to tell her of the concerns and ask her if we could put this off until the fall of 2012 when our new budget starts. The board agreed they all feel more comfortable with Mundo & Associates than other firms they have met in the past. Nancy Crews recommended not revising the BIG grant at this time; the board agreed. ~~Member Holland recommends doing something with Keith Steele's issue now and turn down any new BIG grant applicants.~~ **The board discussed the issues of Keith Steele and placing BIG grants on hold until further notice.** President Gordon would like Pam to come back to the board and address some of their concerns. Member Morgan wants to make sure everything is listed in the contract.

AT THIS TIME, PRESIDENT GORDON MOVED BACK TO ITEM #8.

8. WORKSHOP: CONSIDER REVISING THE BUSINESS IMPROVEMENT GRANT (B.I.G.) PROGRAM UNDER RESOLUTION 647-09 AS ADOPTED AND AS AMENDED.

President Gordon opened the Workshop at 8:01 pm.

President Gordon said we do need to look at the liner footage on the buildings. VP Crews stated Keith Steele has received all the grant money he is going to receive if we look at linear footage. Best thing for him to do is to reapply for a grant and then we can see if the rules at that time would allow for what he wants to do. Member Holland mentioned some of the frontages have been re-measured. There is also talk about

important for us right now to focus on where we are going to go for the future. Member Morgan felt Keith Steele left here that night feeling confused. James Myrick felt the board did not lead Keith on.

9. ACTION FROM WORKSHOP, IF ANY.

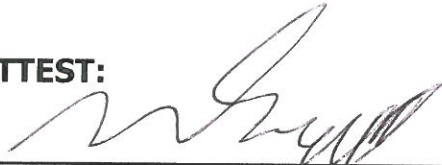
NONE

11. ADJOURN

NEXT MEETING IS SCHEDULED FOR JULY 9TH, 2012.

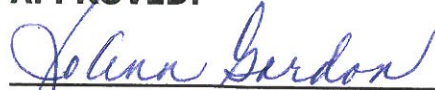
At 8:19 pm, Member Holland moved, seconded by VP Crews to adjourn the meeting. All voted "Aye".

ATTEST:



Marvin Gregory, City Secretary

APPROVED:



JoAnn Gordon, President