

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
SPECIAL CALLED MEETING
JANUARY 9, 2012**

MEMBERS PRESENT:

PRESIDENT JOANN GORDON, PLACE 5
VICE-PRESIDENT JOE CREWS, PLACE 3 (AT 7:05 P.M.)
LINDA MORGAN, PLACE 1
JOANN BUTLER, PLACE 2
STEVE HOLLAND, PLACE 4
GREG HENDRICKSON, PLACE 7

STAFF PRESENT:

CITY SECRETARY MARVIN GREGORY
PUBLIC WORKS DIRECTOR JAMES HATLEY
SECRETARY SUSAN STEWART

MEMBERS ABSENT:

LEIGH ANN TURNER, PLACE 6 (WORK CONFLICT)

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, January 9, 2011 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114..

2. INVOCATION

Member Holland delivered the Invocation.

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

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

4. MEMBER ROLL CALL

President Gordon stated that Vice-President Crews would be late and Member Turner was absent with excuse.

5. CONSIDER APPROVAL OF THE MINUTES FROM THE NOVEMBER 7, 2011 AND NOVEMBER 22, 2011 MEETINGS.

Member Butler moved, seconded by Member Hendrickson, to approve the minutes of the meeting on November 7, 2011 and November 22, 2011. All voted "Aye".

President Gordon mentioned a typographical error in the November 7, 2011 minutes that was pointed out to the secretary for correction.

6. PUBLIC HEARING: HEARING TO CONSIDER THE RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY KEITH STEELE D/B/A PRINT AND SIGN DESIGN AT 5175 RIVER OAKS BLVD.

At 7:03 p.m. President Gordon opened both public hearings for 5175 River Oaks Boulevard and 5177 River Oaks Boulevard.

CS Gregory pointed out that 5175 River Oaks and 5177 River Oaks are one piece of property (5177 River Oaks Boulevard) according to City utility records and Tarrant Appraisal District. The applicant/owner has presented two separate applications, one as Print and Sign Design (5175 River Oaks Blvd.) and the other as Boulevard Central (5177 River Oaks Blvd). CS Gregory read the definition of property from the BIG Resolutions as passed by the City "The property upon which the façade improvements shall be implemented." CS Gregory cited the definition of business as "specifically, an entity, company, organization, or business located within the jurisdictional limits of the City of River Oaks, which have been determined to be eligible for the Business Improvement Grant Program." CS Gregory added that the Resolutions state a business operator and property owner may not both receive a grant for the same piece of property or business.

Keith Steele, property owner, stated that when he purchased the property, a water bill was mailed to 5175 River Oaks Boulevard.

CS Gregory summarized the proposed improvements at 5175 River Oaks Boulevard. The total cost would be \$19,134.78 that includes new façade, stucco and stone; new garage door; 24 x 25 covered parking area; 23 x 10 awning; and channel letter sign.

CS Gregory summarized the proposed improvements at 5177 River Oaks Boulevard. The total cost would be \$26,480.22 that includes new façade, frontage, and south wall, garage # 2; 5 channel signs; and parking lot stripes and car stop posts. CS Gregory explained that parking lot improvements do not qualify as acceptable improvements.

Member Holland asked if the project at 5175 River Oaks Boulevard meets the TXDOT easement requirements. CS Gregory verified the setbacks are acceptable.

Much discussion occurred as to whether both applications were valid. The Board concluded as it being one piece of property, therefore, only one application may be considered. Mr. Steele requested to proceed with 5177 River Oaks Boulevard.

Board Members requested that Staff research the process other cities use related to improvements grants. Vice-President Crews offered to assist Staff.

At 7:56 p.m. President Gordon closed both public hearings for 5175 River Oaks Boulevard and 5177 River Oaks Boulevard.

7. ACTION FROM PUBLIC HEARING: RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY KEITH STEELE D/B/A PRINT AND SIGN DESIGN AT 5175 RIVER OAKS BLVD.

Action on this agenda item was taken after agenda item number nine.

8. PUBLIC HEARING: HEARING TO CONSIDER THE RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY KEITH STEELE D/B/A BOULEVARD CENTRAL AT 5177 RIVER OAKS BLVD.

At 7:03 p.m. President Gordon opened both public hearings for 5175 River Oaks Boulevard and 5177 River Oaks Boulevard.

Refer to agenda item number six for simultaneous discussion related to both public hearings.

At 7:56 p.m. President Gordon closed both public hearings for 5175 River Oaks Boulevard and 5177 River Oaks Boulevard.

9. ACTION FROM PUBLIC HEARING: RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY KEITH STEELE D/B/A BOULEVARD CENTRAL AT 5177 RIVER OAKS BLVD.

Member Butler moved, seconded by Member Hendrickson, to recommend to the City Council to award the Business Improvement Grant Application request of Keith Steele d/b/a Boulevard Central at 5177 River Oaks Boulevard in the amount of \$10,000 on the condition that the business owner meets all permit requirements provided for in the City Code.

Member Holland asked if sufficient details were provided for approval. CS Gregory stated that details were provided for the exterior improvements, although additional information would be required for the signage.

All voted "Aye."

7. ACTION FROM PUBLIC HEARING: RECOMMENDATION OF APPROVAL OF THE BUSINESS IMPROVEMENT GRANT APPLICATION AS SUBMITTED BY KEITH STEELE D/B/A PRINT AND SIGN DESIGN AT 5175 RIVER OAKS BLVD.

Vice-President Crews moved to deny the request at 5175 River Oaks Boulevard based on the approval of the grant for 5177 River Oaks Boulevard with the same owner and same piece of property. All voted "Aye."

10. ADJOURN

Board Members agreed to review the BIG application process at the next regular meeting of the EDC on March 5, 2012 at 7:00 p.m.

At 8:04 p.m. Butler moved, seconded by Vice-President Crews, to adjourn the meeting. All voted "Aye".

APPROVED:



JoAnn Gordon, President

ATTEST:



Marvin Gregory, City Secretary