

**MINUTES OF THE RIVER OAKS
ECONOMIC DEVELOPMENT CORPORATION
REGULAR CALLED MEETING
MARCH 5, 2012**

MEMBERS PRESENT:

PRESIDENT JOANN GORDON
VICE-PRESIDENT JOE CREWS
LINDA MORGAN
JOANN BUTLER
LEIGH ANN TURNER
GREG HENDRICKSON
STEVE HOLLAND
GREG HENDRICKSON

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 Regular Called Meeting of the Economic Development Corporation to order at 7:00 p.m. on Monday, March 5, 2012 at River Oaks City Hall, 4900 River Oaks Blvd., River Oaks, Texas 76114.

2. INVOCATION

Vice-President 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.

5. CONSIDER APPROVAL OF MINUTES FROM THE JANUARY 24, 2012 SPECIAL CALLED MEETING.

Member Butler moved, seconded by Member Hendrickson to approve the minutes of the Special Called Meeting on January 24, 2012 as presented. All voted "Aye".

6. WORKSHOP: DISCUSSION ON THE FEASIBILITY OF APPOINTING A PART-TIME ECONOMIC DEVELOPMENT COORDINATOR THAT MAY INCLUDE ASSESSING PURPOSE, RESPONSIBILITIES, DUTIES, SALARY STRUCTURE, AND ESTABLISHING A JOB DESCRIPTION FOR THE PROPOSED POSITION.

President Gordon asked for this item to be placed on the agenda since the previous coordinator was the Fire Chief and he has retired from the Fire Department; therefore, resigning as EDC Coordinator. President Gordon feels once the obstacles are clear for the new Quick Trip, River Oaks will see more improvements. She would like to see a list compiled of all the commercial buildings in River Oaks and information on each of them. CA Gregory stated the Storm Water Board has already started that. VP Crews stated the Tri-City Chamber of Commerce has already started that also. President Gordon also would like a list of some things we would like to see in our city for businesses. Then hopefully we can market the vacant spaces. VP Crews stated there is still a lot of work the board needs to do before an EDC Coordinator is appointed and would like to look at hiring a Coordinator in about 1 ½ years. President Gordon stated this position would be a part-time position only. Consultants are too expensive and would rather work for larger cities.

VP Crews suggested a college graduate or a college student. Member Turner suggested having someone come in to help at a workshop. President Gordon suggested TML. Member Turner would like to see this suggestion before we hire a Coordinator. Member Holland suggested needing a consultant first for the expertise. CS Gregory suggested COG. He also has the files from the previous Coordinator that will help also.

Citizen Myrick mentioned that imaging is missing in River Oaks and we need to promote the city. It was commented that we need someone who knows the city to do that. By improving our city, people will come. President Gordon mentioned offering things in our city for people to want to stop in River Oaks. Myrick mentioned businesses like Bay Ray's Restaurant. Most customers are not from River Oaks. VP Crews mentioned that 98% of tenants do not own the buildings. Member Turner would like to see young couples want to stay in River Oaks, not move away. Citizen John Claridge said there needs to be more signage to mark River Oaks. Citizen James Myrick mentioned the Community Center does draw other people in, but it is not promoted.

President Gordon said the next regular meeting in May 2012, we will have COGG here. We will need to give COG a guideline on what we want. If so, a Special Called Meeting will be called.

7. ACTION FROM WORKSHOP, IF ANY.

None.

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

This workshop is to address the strip shopping centers. Currently, the Resolution only addresses single pieces of a shopping center. Member Holland suggests addressing it by the façade or addressing it by the frontage footage. Business owner Keith Steele thought it was mentioned last meeting about leaving this up to the EDC Boards discretion. VP Crews stated other cities split it into different parts; one for signage, one for awnings, etc. Member Turner stated no matter what, this will still be a first come, first serve basis only if it is available in our budget. VP Crews mentioned we need to offer incentives for them to want to make improvements. President Gordon said we need to look at a number per linear feet. Also need wording on control of what the project ends up like (color, signage, etc.).

President Gordon stated the contract currently states a full detailed plan is needed when applying for a grant. We have not been currently receiving that from applicants. Also the contract currently says the length of time to come back and apply is five years. That needs to stay the same.

All agreed on April 9th, to call a Special Called Meeting and work on the wording & the frontage feet. The goal would be to take this before the City Council on April 24th if everything is done by April 9th. VP Crews suggested since we are saving money on a coordinator, spend some of that money towards advertising River Oaks.

9. ACTION FROM WORKSHOP, IF ANY.

None.

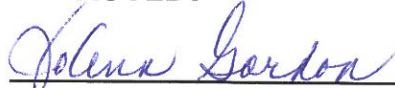
10. STAFF REPORT: REPORT BY PWD JAMES HATLEY ON THE COMMUNITY CENTER IMPROVEMENTS.

PWD Hatley stated there was \$26,000 budgeted. There was \$20,450 spent on the fence and column and there was \$4,448.66 spent on landscaping, which totals \$24,898.66; \$1,101.34 under budget. President Gordon would like to see smaller boulders also; maybe in groups of three. Member Turner mentioned the portable potties. President Gordon stated that some City Council Members do not want the portable potties.


8. ADJOURN

At 8:52 pm, Member Turner moved, seconded by Member Butler to adjourn the meeting. All voted "Aye".

APPROVED:


JoAnn Gordon, President

ATTEST:


Marvin Gregory, City Secretary