

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON APRIL 8, 2014**

The Board of Directors of the Olmos Park Economic Development Corporation met in regular session on Tuesday, APRIL 8, 2014, at 5:30 p.m. in the City Council Chambers of the City of Olmos Park at 120 West El Prado Drive, Olmos Park, Texas. Board of Directors present were President Debbie Prost and Members Mayor Kenneth Farrimond, Debbie Serot, Ayon Wen-Waldron, Treasurer Susan Poor, Wayne Knutson and Katherine White. City Manager Celia DeLeon and Blakely Fernandez, general counsel, were also present.

Call to order and determination of quorum

The meeting was called to order at 5:32 pm by President Prost; roll call was taken, and a quorum was announced.

Review and discuss minutes of March 11, 2014 Board meeting; take possible action

After reviewing the minutes, Mayor Farrimond moved to accept the minutes for the March 11, 2014 Board meeting as presented. Treasurer Porr seconded the motion, and the motion was approved unanimously.

Citizens to be heard

President Prost opened the floor for citizens to be heard at 5:34. Resident Patricia Meyer addressed the Board and invited the Board Members to attend meetings of the Welcome Committee and the Planning and Zoning Committee. No action was taken.

Review and discuss Treasurer's Report, including Corporation expenditures and Audit; take possible action

City Manager DeLeon presented the financial report, including a March sales tax deposit of \$8,590.91, and an ending balance for the EDC of \$240,433.83. Expenditures in the amount of \$14,542 (February and March) were presented for approval. Mayor Farrimond moved for approval of the Treasurer's Report, including expenditures. Member Wen-Waldron seconded the motion; and the motion was approved unanimously. Treasurer Porr and President Prost raised the issue of the EDC's cash holdings and presented the City's investment policy for consideration and discussed an interlocal agreement with the City to utilize the policy and the City's investment officer. Attorney Fernandez distributed a summary of the Texas Public Funds Investment Act to the Board and answered questions. Member Serot made a motion that Treasurer Porr, Mayor Farrimond and City Manager DeLeon serve as the Board's investment committee and meet with the City's financial advisor to discuss investment strategies. Member Wen-Waldron seconded the motion and it passed unanimously.

Take Nominations for Secretary; take possible action

Member White was nominated for Secretary by Mayor Farrimond. Member Serot seconded the motion and the motion was approved unanimously.

Discuss update on the UTSA Business Database Project; take possible action

President Prost reported on the project, stating that the data is in place for the test file and the project should be underway by the end of the month. No action was taken.

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Update the status of the CPS upgrade and Signage Grant Program; including the matching program; take possible action

President Prost reported that AT&T and CPS met twice to discuss the relocations and a meeting among the utilities, the EDC and the City is scheduled for April 23, 2014. With regard to the sign program, the first eight sign projects should be complete by next week. There are no new applications for sign grants at this time. No action was taken.

Discuss the EDC website development and business templates; take possible action

Member Serot reported on the status of the website and shared a demonstration of the beta site with the Board. To date, four businesses have submitted forms for inclusion on the site. The Committee continues to work with the vendor and anticipates the website to be live by the end of April, 2014. Member Wen-Waldron offered to assist with the project. Mayor Farrimond moved that the Website Committee be restructured to remove President Prost as a member and replace her with Member Wen-Waldron. Treasurer Porr seconded the motion and it passed unanimously.

Discuss and review various aspects of the Street Straightening /Public Safety/ADA Compliance Project for roadway/street scape improvements along McCullough Business Corridor; take possible action

President Prost presented preliminary renderings from Bain Medina Bain on the project, demonstrating three scenarios: (a) 16 foot lanes, north and south bound; (b) 11.5 foot north and south bound lanes with a 10 foot turn lane; and (c) 11.5 foot north and southbound lanes with 5 foot bike lanes. The Board discussed the scenarios and individual preferences. President Prost presented a proposal to engage a traffic engineer to provide further analysis on traffic and traffic patterns. Treasurer Porr made a motion that Bain Medina Bain engage a traffic engineer subcontractor to assess street and safety options, provided the subcontract did not exceed \$2,000. Member Knutson seconded the motion and the motion was approved unanimously.

Discuss other potential projects and funding requests for the Corporation; take possible action

No additional projects or funding requests were presented. No action was taken.

Receive and discuss reports from liaisons as needed – Welcome Committee, Roundabout, any other committees; take possible action

Patricia Meyer spoke on behalf of the Welcome Committee, letting the Board know that the Welcome Committee meets on the 4th Monday of each month and attendance is open. The Welcome Committee has delivered 35 welcome baskets to new residents. Patricia Meyer also spoke on behalf of the Planning and Zoning Committee and requested a formal liaison be named from the Board. Member Knutson volunteered to attend Planning and Zoning Committee meetings. No action was taken.

Announce date and time of next Board meeting; take possible action

The Board agreed to continue meeting on the second Tuesday of the month. The next meeting will be held on May 13, 2014 at 5:30 p.m.

The meeting adjourned at 6:58 p.m.

Deb Prost
President