

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION  
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS  
HELD ON DECEMBER 12, 2017**

The Board of Directors of the Olmos Park Economic Development Corporation met in regular session on Tuesday, November 14, 2017 at 6:00 p.m. in the City Council Chambers of the City of Olmos Park at 120 West El Prado Drive, Olmos Park, Texas. Members of the Board of Directors present were President, Barry Sturrock, Mayor Hornberger, Andrew Craig and Richard Wolf. Also present was City Manager, Celia DeLeon.

Call to order and determination of quorum.

The meeting was called to order at 6:00 p.m. by President Barry Sturrock; roll call was taken, and a quorum was announced.

Citizens to be heard. (This is the time provided for citizens to address the Board on issues and concerns. No action can or will be taken on issues raised under this portion of the meeting. Please limit remarks to a period not to exceed three minutes. Please state your name and address for the record.)

No Citizens to be heard.

Review and discuss minutes of November 14, 2017 Board Meeting; take possible action.

After reviewing the minutes, Mayor Hornberger moved to accept the November 14, 2017 Board Meeting Minutes as presented. Andrew Craig seconded the motion. The motion was approved unanimously.

Review and discuss November 2017 Financial Reports, including EDC expenditures and allocations and monthly treasurer report; take possible action.

Andrew Craig stated the balance as of October 31, 2017 was \$367,431.05 and \$10,774.89 was collected in sales tax revenue for November which is \$700.00 dollars higher than the same time last year. He also stated the balance as of this meeting is \$373,214.65 after paying the invoices.

City Manager DeLeon stated City Council approved our CPA's resignation at last month's meeting and we have a new CPA on board and her name is Cynthia Barr who worked for City of Alamo Heights as their Financial Officer and she is willing to take on the EDC's financials as well and will begin January 1, 2018 with training from current CPA Susan Wootton. She also stated the auditor's finished the FY2017 audit and the audit report is being sent to City Council next week that will include the EDC finances and she will add this item and the CPA's resignation item on the January agenda.

Mayor Hornberger moved to accept the November 2017 Financial Reports, EDC expenditures, allocations and monthly treasurer report as presented. Richard Wolf seconded the motion. The motion was approved unanimously.

Review and discuss updates on Striping Plan and traffic counter report; take possible action

President Sturrock asked the board do we want to continue to have this item on the agenda every month? He has not heard any negative comments about the bike lanes and they fit in with the greater mobility plan for the City of San Antonio and City of Alamo Heights and recommends leaving the work in place as is.

Richard Wolf stated the bike lanes are not all the same width.

President Sturrock stated when he came on the EDC board City Council had already approved the bike lanes and now EDC is trying to do a demonstration project so we need an agreement on the location of the roadbed as we move into the execution of the demonstration project. He suggested leaving the bike lanes as is since City Council approved it and he sees no adverse results of anything from having done it and to remove off future agendas. He stated we need to determine the location of the roadbed because as we do the demonstration project we need to know where the curbs are going to be so what is there now is a temporary means of identifying the roadbed which has been there for a year now.

Richard Wolf asked what if we can't relocate the curbs?

President Sturrock stated we are moving the west curb eastward by a couple feet, and all the drainage can be resolved by the engineers which have not developed all the details because he have not said here is what we want to do with this idea we have. He stated we need to add to future agenda items to explore public, private partnership that we can jointly help each other that can help the local businesses help the City to develop a partnership.

Mayor Hornberger moved to adopt the striping plan and move forward and remove this item off future agenda items. Andrew Craig seconded the motion. The motion was approved unanimously.

#### Discuss demonstration project and feedback from potential business partners

President Sturrock stated he has tried to contact some businesses but has not been successful. He stated he will renew his efforts beginning in January and push this along because the citizens have given the EDC responsibility to reinforce and improve the business environment in the City. He stated he would like all the board members to have business cards and set up a Gmail accounts.

City Manager Deleon asked what documents do you want included in the new member's packets other than the 2018 work plan and the budget?

Mayor Hornberger stated the bylaws, contact info as to who the EDC's attorney and the auditor and to look at the Texas Economic Development Corporation website to see if there is information for new members as well as giving the existing board members the information.

#### Discuss establishing subcommittees to implement our work plan for 2018.

President Sturrock stated we need to review our work plan and set up sub committees with people that would drive these different agenda items so we have multiple people working and develop an outreach program so that all board members can go out and talk to the businesses and introduce themselves and what can we do to help the businesses to drive up our tax base.

#### Discuss administrative items and future agenda items.

1. Explore public private partnership that we can jointly help the local businesses which will help the City to develop a partnership.
2. Order business cards for each member and each member create a Gmail account and send to the City Manager.
3. Review work plan and set up sub committees with people that would drive different agenda items and develop an outreach program.

The meeting adjourned at 6:25 p.m.

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Barry Sturrock, President

ATTEST:

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Diane Gonzales  
City Secretary