

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON JULY 13, 2021**

The Board of Directors of the Olmos Park Economic Development Corporation met on Tuesday July 13, 2021, at 6:00 p.m. at City Hall in the City of Olmos Park at 120 West El Prado Drive, Olmos Park, Texas for considering the following agenda. Members of the Board of Directors present were President Ronald Hornberger, Fedra Chapa, Councilwoman Dusek, Dr. Kenneth Kirlin, Councilwoman Plant and Madison Wilson. Member not present was Donna McElroy. Also present was City Manager, Celia DeLeon; City Secretary, Kyndra Munoz; Carl Bain, Bain Medina Bain; Adam Shrek, E-Z Bell Construction; Barry Sturrock, 210 Stanford; and Holly Rabinowitz, 215 E. Hermosa.

Call meeting to order and determination of quorum.

The meeting was called to order at 6:00 p.m. by President Hornberger; 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.) After these 3 minutes have ended, please note that no other comments or questions will be entertained unless an individual is granted permission to speak on the request of the EDC President or other presiding officer. Please state your name and address for the record).

There were no citizens to be heard.

Councilwoman Plant joined the meeting at 6:01p.m.

Review and discuss minutes of June 8, 2021 Board meeting; take possible action.

Dr. Kenneth Kirlin moved to accept the minutes of the June 8, 2021 Board meeting.

Fedra Chapa seconded the motion.

The vote in favor of the motion was unanimous.

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

President Hornberger stated the City has issued the reimbursement check payable to the Economic Development Corporation for the change order in the amount of \$27,261 approved at our last meeting.

City Manager Celia DeLeon stated there were some CPS fees included in the bid of around \$11,000 to \$12,000 that we are not being charged for and will be removed from the bottom line.

Barry Sturrock stated at the end of the contract we will need to write a change order to remove that amount from the contract.

Councilwoman Plant stated before we write that change order we need to discuss other issues that might offset the price.

Councilwoman Plant moved to approved the financial Reports, including EDC expenditures, review invoices and allocations and monthly treasurer report.

Fedra Chapa seconded the motion.

The vote in favor of the motion was unanimous.

Discussion on the McCullough Corridor Sidewalks and Landscaping Demonstration Project (referred

to as the “McCullough Corridor Project”) including Task 1 as well as Phases A – G of Task 1 which involve civil & electrical engineering design, surveying and landscaping design services by Bain Medina Bain, Inc. and its subcontractors Bender Wells Clark Design and HM3 Engineering Consultants for sidewalk and landscaping improvements to undertake the McCullough Corridor Project (“Task 1 project”) as this Task 1 project will promote new or expanded business/economic development and commercial activity in the City and specifically along the McCullough Business Corridor; possible action involving the McCullough Corridor Project including the Task 1 project and Phases A-G of the Task 1 project.

President Hornberger combined this agenda item and the next agenda item, which has been done in the past meetings.

Discussion and possible action on the McCullough Corridor Sidewalks and Landscaping Demonstration Project (referred to as the “McCullough Corridor Project”) which involves constructing sidewalk and landscaping improvements to undertake the McCullough Corridor Project as this Task 2 project of the McCullough Corridor Project will promote new or expanded business/economic development and commercial activity in the City and specifically along the McCullough Business Corridor.

Councilwoman Plant stated we continue to have issues with the location in front of Circle K. After speaking with Adam and Larry, I think it is best we move this boulder to another location, cut off the drip system, remove the landscaping and fill that in to prevent further damage to vehicles. All of this is included in the bid received from E-Z Bell. I would also like for our attorney to look into convenient stores and how we can trigger our ordinances without the complete demolition of a property. These gas stations are not going to demolish and beautification will be difficult when you have 18-wheelers driving onto these two properties refilling gasoline.

President Hornberger asked does this bid of \$1,574.00 provided by E-Z Bell include both corners of this location?

Councilwoman Plant stated we are completing side in front of Circle K which has been affected more.

Adam Shrek stated we can take a look at the side in front of Cowboy Kennels on Thursday during the walkthrough and decide at that time whether or not to proceed with the same changes.

Councilwoman Plant moved to approve the E-Z Bell proposal for up \$3,200 for the landscape location located in front of Circle K and Cowboy Kennels to involve removing the boulder and landscaping, capping the irrigation line and backfill concrete to widen the driveway approach.

Dr. Kenneth Kirlin seconded the motion.

The vote in favor of the motion was unanimous.

Councilwoman Plant stated we have received a bid from Horton Horticulture for maintenance. According to Larry, the plants need to be left alone for the first year. The only thing that might need to happen is mulching and I don't think we need a yearly maintenance contract right now, but at some point, we will. We can use this amount of \$4,800 as a foundation for a landscaping maintenance budget line item to have allocated money for expenses we might need. The boulders were approximately \$500 apiece, so we should also add a \$1,000 boulder budget line in case we need to replace them in the future. Lastly, there are the light fixtures which cost about \$12,000. I think helping pay for the light fixtures is a great way to approach businesses and keep the consistency of the lights along McCullough.

Dr. Kenneth Kirlin stated my concern with the maintenance proposal from Horton Horticulture is paragraph D states if there is any damage, you only have 48 hours to report it. These other businesses are set back and Cowboy Kennels is the only business that might notice the damage right away.

Councilwoman Plant stated I am also concerned with the wording of Workman's Compensation and General Liability Insurance in this paragraph.

Madison Wilson stated the mulching is not included on the maintenance agreement, but rather on a separate proposal.

Adam Shrek stated if there is a requirement for adding new mulch, it is difficult to determine the amount needed, therefore mulching is usually included as a separate quote.

President Hornberger stated what we would like to do in the future is have funds slowly built up and set aside to help the businesses with landscaping and lighting.

Adam Shrek stated for projects we have done in the past for the City of San Antonio, they have requested reimbursement from CPS for the total cost of lighting and installation.

Celia DeLeon stated I will contact CPS to get more information regarding lighting reimbursement.

Councilwoman Plant moved to budget \$7,000 for the landscaping maintenance and replenishing line item, \$25,000 for the lighting line item, and \$1,000 for the boulder line item.

Councilwoman Dusek seconded the motion.

The vote in favor of the motion was unanimous.

Discuss liaison issues with businesses and receive update from Board member Chapa; take possible action

Fedra Chapa stated there are not any business issues or updates to discuss at this time.

Discuss administrative items and future agenda items.

Councilwoman Plant stated after completion of the changes located at Circle K and Cowboy Kennels we will no longer need the language of the McCullough Corridor Project on the agenda. The next meeting will be my last meeting and the City Council will make an appointment during their August meeting.

There was no other business and the meeting adjourned at 6:49 p.m.

Ronald Hornberger
President

Kyndra Munoz
City Secretary