

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON JUNE 11, 2019**

The Board of Directors of the Olmos Park Economic Development Corporation met in regular session on Tuesday, June 11, 2019 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 Fedra Chapa, Donna McElroy, Pat Meier, Councilwoman Plant, Barry Sturrock and Richard Wolf. Board members not present were Mayor Hornberger. 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). 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.

Review and discuss minutes of May 14, 2019 Board Meeting; take possible action.

Fedra Chapa arrived at meeting at 6:01 p.m.

Pat Meier stated she had a few more revisions which was a transcription of the minutes and wants to add it as part of the minutes because it is taken verbatim.

Councilwoman Plant moved to approve the minutes of May 14, 2019 as previously submitted. Donna McElroy seconded the motion.

Councilwoman Plant stated she was not at the April meeting and the additional revisions that Pat Meier added was first, not an agenda item and should not have even been discussed. After reading the minutes and speaking with the City Manager, she stated long term goals was not an agenda item and should not be discussed so even though they are part of the record as far as a tape recording goes it was not an official agenda item. Secondly, we had an discussion at the March meeting regarding that the City Secretary graciously does these minutes for the EDC for \$25.00 an hour and the board had a consensus that what we were going to have her do was send us the draft minutes to make any changes and get them back to her to then be discussed at the meeting. The City Secretary sent out the minutes on May 17, 2019 and Pat Meier had made some changes and then made some additional changes on June 10th after the packets were already mailed out that are now verbatim. She stated her biggest contention is discussing the mission statement from the dialog that Pat Meier sent her was not even an agenda item. We don't want to spend money and have our attorney here at every meeting and it would be a huge loss to the EDC to waste that kind of money for the attorney to call members out on that when the City Manager knows what the rules are. She stated we can't have verbatim minutes and it is not required by law.

Pat Meier stated all she is asking is when the City Manager stated "this is not on the agenda" and she said "yes it is because we are looking at items to put on for the next meeting and she wanted to include a long term goal.

The City Manager stated “then this is a yay or a nay if you want to include long term goals” for future agenda items. She stated Mayor Hornberger stated ok, let’s put it on the agenda for either June or July. She stated the reason these revisions came in late to the City Secretary is when she received the agenda packet she saw that the long term goals were not addressed on the June agenda and it should have been addressed, it was an agreement and we all voted to put it on the agenda as a long term goal.

Donna McElroy stated from her perspective, minutes are not about verbatim transcript, they are about a summary of what was discussed and if there is a significant point that somebody raised then you can bring that up so this would be a bad precedence to start representing to our community that we are giving verbatim minutes that is not legally required and is not the best practice. She stated we did not vote at the last meeting, what the Mayor said was, we will put a discussion item on an agenda going forward about long term goals and she does not think it is appropriate because we are not doing a transcript and she does not want to start that precedence.

Pat Meier stated the reason she did a transcript this way was so the board can understand where it occurred within the meeting and just to show what the Mayor said.

President Sturrock told Pat Meier that the board understands her point that she was trying to get across and there is a motion so we need to vote on the motion.

Councilwoman Plant stated the Mayor sits here as an Economic Director, he does not represent the Council nor does he set the agenda. The person that sets the agenda is the Director of the EDC which is Barry Sturrock.

After reviewing the minutes Councilwoman Plant moved to approve the minutes of May 14, 2019 as submitted. Donna McElroy seconded the motion.

Fedra Chapa	Yay
Donna McElroy	Yay
Councilwoman Plant	Yay
Barry Sturrock	Yay
Richard Wolf	Yay
Pat Meier	Nay

The motion passes.

President Sturrock stated he has served this body for several years under different leaderships and they have all been able to work cohesively and in a manner that is congenial without a lot of conflict and nobody gets paid to do this. We all do this on our own free time and we all bring different expertise and we need to keep in mind our purpose is to further the business interest of Olmos Park with deference to the citizens of the community and try to make some balance. He stated it does set a bad precedence for one member of this body to go back and pick out verbatim things that we said.

Pat Meier asked do you dispute that this was said and she understood that we would have an agenda item in June or July?

President Sturrock stated he is not disrupting, he is agreeing with what Donna McElroy stated. We would like to get to a point where as under Councilwoman Plant’s leadership and Andrew Craig’s leadership we are able to move forward with a common goal and common purpose without a lot of conflict.

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

Treasurer Wolf stated the beginning balance at the end of April was \$532,423.18 and during the month of May the sales tax revenue collected was \$11,205.39.

City Manager DeLeon made a comment that she does not think the City Secretary is billing the EDC for the entire time she is spending on all of the revisions and additions. They may be another invoice coming next month for the additions that she has done.

President Sturrock stated if we ask for her to do the work, then she should be paid.

Richard Wolf stated after paying the invoices in May that left a balance of \$538,007.77. Councilwoman Plant moved to accept the April 2019 Financial Reports, EDC expenditures, allocations and monthly treasurer report as presented with the contingency that the City Secretary amends her invoice to include the actual amount of time she has spent on emails and revisions.

Donna McElroy stated she thinks it is more appropriate for the City Secretary to submit a complete invoice next month and she seconded the motion. The motion was approved unanimously.

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 Sturrock stated he would like to combine agenda item #5 and #6 together and stated he has been working with the consulting group trying to come up with a solution that balances the need for parking, pedestrian safety and the completeness for the sidewalk and we have a good solution that we are closing in. He stated we still need to meet with the property owners and review the proposed solution.

Pat Meier asked which property owners?

President Sturrock stated The Yard and Cowboy Kennels.

Donna McElroy asked what is the challenge between the parking and sidewalks?

President Sturrock stated there is a lot of parking where there is just an apron and the sidewalk goes away so you are walking behind the cars. If you are a business owner you don't want to give up parking spaces so there is a delicate balance in between safe pedestrian way for pedestrians but not talking away parking and it is a challenge we can't create more real estate.

Pat Meier stated there are two ordinances, one is parking on the City right-of-way and the second is backing onto a major through fare. The Planning & Zoning did a study and all except for one property is all doable and there is parking in the back and it is a challenge to work out the logistics.

Councilwoman Plant stated to keep in mind that the census about the contentious on the original vision and master plan and after the survey was done everyone wanted to see McCullough prettier. Council started directing the Planning & Zoning Commission to work on ordinances. We now have a parking,

sidewalk and landscape ordinances. Had we had these ordinances in place years ago all of these improvements would have happened through sales and attrition. The previous EDC President, Andrew Craig told Mrs. Plant that he was getting a lot of “push back” from business owners about the parking and as Pat Meier just shared a lot of the businesses have parking in the back but they use that for their delivery services and they don’t want to give it up. She stated while this might be a challenge, this is what the residency wants and this is why we have an Economic Development Corporation and the business owners are going to have to follow suit.

President Sturrock stated every property is a different solution and has a different challenge.

Pat Meier stated the biggest challenge is “we have always done it this way.”

Councilwoman Plant stated we have tried to get business associations together but if this board and this corporation is taxing on sales tax a quarter percent that we can be using it on something else and the commercial district does not want to do the project. She sits here as board member but as a Councilmember she does what her residency wants her to do and this is what they want. This is what our ordinances say and this is what we are here to do.

President Sturrock stated we are hopeful that we have through some creative engineering and design that we have a solution that will please both the citizens and the businesses.

Pat Meier stated the key is enforcing the ordinances.

Councilwoman Plant stated “The Yard” seems to have a lot of open parking, she asked has anybody ever talked to them about leasing some parking spaces?

President Sturrock stated the consultant team has talked about that and he does not know if the solution is going to require that.

Pat Meier stated the Mayor pointed out that having an alley in the back which can happen through attrition and it is hot and people don’t want to park at “The Yard” and walk down McCullough.

Councilwoman Plant stated everyone wants a walkable community and that is what we are trying to do.

Pat Meir stated she will send to the City Manager a PowerPoint to distribute to the board where the Planning & Zoning looked at all the businesses from front and back so you can see what parking they have.

Discussion on the McCullough Corridor Sidewalks and Landscaping Demonstration Project (referred to as the “McCullough Corridor Project”) including Task 2 which involves constructing sidewalk and landscaping improvements to undertake the McCullough Corridor Project in an amount not to exceed \$360,000.00 (“Task 2 project”) as this Task 2 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 2 project.

This item was discussed with the previous agenda item.

Discussion on Holiday decorations and budget; take possible action

Fedra Chapa stated she will continue to spear head this as a budget item and build on what we were able to buy last year and continue to obtain volunteers from the community and the sub-committee that was formed.

Councilwoman Plant stated she got copied on an email where someone was asking her about the EDC

helping with some monies for decorations for the July 4th Parade.

Pat Meier stated she sent that email.

President Sturrock stated there is form on the website that if people have an idea that they want the EDC to fund a project that they should submit the formal request.

Pat Meier stated she told the person that the website form was for businesses on McCullough not a City sponsored program.

Councilwoman Plant stated we legally can't use EDC funds for neighborhood events.

Discuss liaison issues with businesses and Olmos Park Living Magazine.

Pat Meier stated the group is going to meet on June 25th at Julian Gold to discuss which businesses will be participating and they will get the invitation and be the ones setting up the refreshments. The group talked about the logistics of a map to indicate where all the participating stores are and she is helping them organize and doing the footwork. The event will be December 5th and the restaurants have volunteered to be a part of it. She stated they are contacting people to see if we can use their parking lots to set up the food trucks.

President Sturrock stated he wants to make sure that we give the local restaurants the opportunity to participate and not park a food truck in front of their property.

Pat Meier stated a food truck will be parked down by Julian Gold and the other will be at Feliz Modern and we are looking at what we are going to have the "The Yard".

Councilwoman Plant stated that food trucks are not allowed in Olmos Park.

City Manager DeLeon stated the food trucks are not allowed and she will get the Building Official to forward to Pat Meier the ordinance information.

Pat Meier asked is there a start date for construction at "The Yard"?

President Sturrock stated no not on the McCullough Corridor, as soon as we have the drawings and designs then we can project a date.

Discuss administrative items and future agenda items.

The meeting adjourned at 6:33 p.m.

ATTEST:

Barry Sturrock, President

Diane Gonzales
City Secretary