

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON NOVEMBER 12, 2019**

The Board of Directors of the Olmos Park Economic Development Corporation met in regular session on Tuesday, November 12, 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 Mayor Hornberger, Fedra Chapa, Barry Sturrock and Richard Wolf. Board members not present were Donna McElroy, Pat Meier and Councilwoman Plant. 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 October 8, 2019 Board Meeting; take possible action.
Mayor Hornberger had some minor corrections.

After reviewing the minutes Mayor Hornberger moved to accept the October 8, 2019 board meeting minutes with the minor corrections. Richard Wolf seconded the motion. The motion was approved unanimously.

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

Treasurer Wolf stated the balance at the end of September was \$561,338.78 and the sales tax revenue collected for October was \$10, 576.49. After paying the invoices that leaves a balance of \$570,402.77.

Mayor Hornberger moved to accept the 2019 Financial Reports, EDC expenditures, allocations and monthly treasurer report as presented. Fedra Chapa seconded the motion. The motion was approved unanimously.

Discuss FY2020 Annual Work Plan as required by the EDC Bylaws; take possible action

President Sturrock presented the FY2020 Annual Work Plan and stated of the members or whomever is President next will need to go to training for year 2020. We have been working with the City Attorney to try to determine ownership of property, right of way and streets and he is setting up meetings with property owners to go over some things that we want to do as part of the EDC McCullough Project that would have an impact on their business. Our goal is to coordinate support and enhance the business community and he hopes to get those meetings set up next week.

Mayor Hornberger moved to accept the FY2020 Work Plan as drafted. Fedra Chapa 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 the last couple of meetings we have combined the design portion and the combined the construction portion of the agenda items. In reference to the Work Plan that we have been working on we have dotting our l's and crossing our t's regarding detail information that we needed to carry forward to the project we have done now. Our next objective is to meet with the property owners and make sure they are on board with what we want to do and work together as a team and move forward. The City does own the right-of-way in the street and the property ownership has been established through review of the plats. Now we see if the property owners are receptive to the improvements that we tentatively designed.

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 combined and discussed with the previous agenda item.

Discussion on Holiday decorations and budget; take possible action

Fedra Chapa stated she has the breakdown of the cost that the decoration committee voted on for the purchases that were made for this coming year which totals \$3,302.40. They purchased a 5x8 heavenly angel which will stake down and be placed at the roundabout and will tie to the angel theme that we have on the light poles. They also purchased sixteen 25-foot garland to wrap around the poles. She stated she is currently under budget and Pat Meier has ribbon to add to the Christmas tree at the roundabout.

City Manager DeLeon asked does your breakdown include the EDC's portion of installation fees of the angels and Christmas tree?

Fedra Chapa stated no that figure is not included in her breakdown.

City Manager DeLeon asked are you still within budget with adding the Christmas angles and tree installation?

Fedra Chapa stated yes and we are still under budget roughly around \$500 which could be enough for the extra ribbon. We should have everything set up after Thanksgiving and she will include a cost breakdown at next month's meeting.

City Manager DeLeon asked who is going to put the garland around the CPS light poles?

Fedra Chapa stated Pat Meier had a discussion with Carl Electric who put up the Christmas trees.

Discuss liaison issues with businesses and Olmos Park Living Magazine.

City Manager DeLeon stated the Police Chief is here because she was mentioning to him that Pat Meier is working with the business community to have the Sip and Shop event on December 5th and she was asking the Police Chief to have extra patrol on duty for that day and he was not aware of the event and

he was not even aware it took place last year nor did the City Manager. The Police Chief is concerned about the drinking aspect of the event about taking drinks out of the shops.

Police Chief Valenciano stated his concern was for the safety aspect of it and to be careful of what business you go to and if they go into a store that sells alcohol for consumption for instance the Shell Gas Station, Valero or Don's & Bens that could be a violation if you bring an open container into where they sell alcoholic beverages. These businesses may need to be contacted as they may or may not allow the public to come in out. We currently do not have a City Ordinance that prohibits the consumption of alcohol in public.

President Sturrock stated the due diligence would be part of the store owner to be protecting their liquor license.

Police Chief Valenciano stated that is correct.

City Manager DeLeon stated she was informed this morning that Pat Meier was not going to attend this meeting so she will have the Police Chief contact Mrs. Meir since she is representing the EDC.

Discuss administrative items and future agenda items.

City manager DeLeon stated we were going to have an agenda item on this agenda discussing Barry Sturrock's contract to assist the EDC but we will have that on the January agenda per our attorneys' advice.

The meeting adjourned at 6:18 p.m.

Barry Sturrock, President

ATTEST:

Diane Gonzales
City Secretary