

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON NOVEMBER 14, 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 meeting minutes of October 10, 2017 and special meeting minutes of October 24, 2017; take possible action.

After reviewing the minutes, Andrew Craig moved to accept the October 10, 2017 Board Meeting Minutes and the October 24, 2017 Special Meeting Minutes as presented. Mayor Hornberger seconded the motion. The motion was approved unanimously.

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

City Manager DeLeon stated Susan Wootton has submitted her resignation and will be retiring at the end of December and has found a replacement who she highly recommended, her name is Cynthia Barr who is retired and used to work for the City of Alamo Heights and used to be an Olmos Park resident. She will be here at the City Council meeting on Thursday.

Andrew Craig stated the balance as of September 30, 2017 was \$359,404.35 and \$8,021.19 was collected in sales tax revenue for October which is \$520.00 lower than the same time last year. He also stated the balance as of this meeting is \$365,065.91 after paying the invoices. Mayor Hornberger moved to accept the October 2017 Financial Reports, EDC expenditures, allocations and monthly treasurer report as presented. Richard Wolf seconded the motion. The motion was approved unanimously.

Appoint a Secretary and a Treasurer for the Board.

City Manager DeLeon made a recommendation to table this until January until there is a full Board.

The Board agreed to table the item until January.

Discuss FY2018 Annual Work Plan as required by the EDC Bylaws; take possible action

President Sturrock stated he came up with some ideas similar to last year and the goal of the Work Plan is to continue to support and enhance the business community. The Board discussed the Work Plan.

1. McCullough Improvement Project: Move forward with work completed to date including the following:
 - a. Develop and implement private donation program.

Mayor Hornberger asked City Manager with the collections that we are soliciting to help out on the expenses for pets, can people simply make a donation to the City directed to help the EDC?

City Manager DeLeon stated she would ask the City Attorney.

- b. Explore public private partnerships to leverage improvements along the McCullough Corridor.
 - c. Define and gain approval from City Council on a demonstration project utilizing a portion of the current design documents.
 - d. Implement demonstration project – would like to start construction this year.
 - e. Identify and pursue additional potential sources of funding for the McCullough Corridor Improvement Project. – There may be some Federal and State dollars that may be out there that would help us fund the project.
2. Business and Business Owner Collaboration:
 - a. Reach out to businesses in Olmos Park to create a dialogue with the OP EDC – initiate a program to talk to the business owners to see what is on their minds and have an action plan.
 - b. Develop a prioritized action plan for addressing needs of the OP business community.
3. Business Database and Sales Tax Analysis:
 - a. Update existing database using previously developed analysis as a template. Add information as required – need updated list of email of the businesses and contacts.
4. Statutory Training:
 - a. Ensure State statutory training requirements are met for OPEDC – President Sturrock will be attending a sales tax seminar for the EDC in December.
5. Other Projects:
 - a. Explore opportunities for 'branding' of the McCullough Corridor – still need to implement a demonstration project.

Andrew Craig moved to accept the FY2018 Work Plan as submitted. Hornberger seconded the motion. The motion was approved unanimously.

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

Mayor Hornberger stated we have had the traffic counter now for about a year and we are not quite at a million cars and just shy of forty one thousand bicycles which is astonishing.

Report from Board members with feedback from the business owners on McCullough of their expectations; take possible action.

President Sturrock stated we need a bit more structure and is trying to get the businesses on board with a demonstration project and send out an email blast about attending the EDC meetings.

Mayor Hornberger stated if we get some business owners to actually come to our meetings then those are the kinds of things that we can have a dialog with them and generate some interest. He recommended putting in the email blast an invitation to come to the next meeting. The December Council meeting will have on the agenda to appoint 2 members or 3 to the EDC and we might want to invite the applicants to our next EDC meeting and if any of the businesses attend then they would be able to see what the whole EDC Board would look like.

Discuss potential demonstration project to add sidewalks and landscaping to the McCullough corridor; take possible action.

President Sturrock stated this was already discussed in agenda items #6 and #8.

Discuss administrative items and future agenda items.

President Sturrock stated to appointment members and implementing parts of our Work Plan.

The meeting adjourned at 6:40 p.m.

Barry Sturrock, President

ATTEST:

Diane Gonzales
City Secretary