

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON OCTOBER 12, 2021**

The Board of Directors of the Olmos Park Economic Development Corporation met on Tuesday, October 12, 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, Councilwoman Dusek, Tess Harden, Dr. Kenneth Kirlin, and Madison Wilson. Members not present were Fedra Chapa and Donna McElroy. Also present was City Manager, Celia DeLeon; City Secretary, Kyndra Munoz.

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.

Review and discuss minutes of September 14, 2021 Board meeting; take possible action.

Dr. Kenneth Kirlin moved to approve the minutes of September 14, 2021 Board meeting.

Tess Harden 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.

City Manager Celia DeLeon stated I spoke with SAWS regarding the late fees. SAWS will not move the due date; however, they are aware the invoices must be approved by the Board and will not charge any future late fees. We also have a re-occurring service charge from Broadway Bank because they have coded our account differently. While they are trying to correct this issue, we may still see service charges and if we do, they will be credited.

President Hornberger stated it is great to see our sales tax has increased about \$3,000 from last year.

Dr. Kenneth Kirlin moved to approve financial reports, including EDC expenditures, invoices and allocations and monthly treasurer report.

Councilwoman Dusek seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on the McCullough Corridor Sidewalks and Landscaping Demonstration Project

President Hornberger stated we do not have any further requests or explanation from EZ-Bel regarding the retainage balance.

Celia DeLeon stated the project still remains open. We are still awaiting to receive the green paint for the bike lanes to complete the project.

Dr. Kenneth Kirlin asked have we heard back regarding the placement of the boulders?

Celia DeLeon stated we did. During the final walkthrough, the boulders were looked at and it was determined they are placed exactly where they should be.

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

Celia DeLeon stated last meeting there was discussion on reaching out to and getting feedback from the business district. Included in your packet is a list of current certificates of occupancy.

President Hornberger stated we can divide into teams of two and run down this list of businesses. I can join any of the three teams or fill in when someone is unavailable to meet. We will place this item on the agenda to discuss when we have a full board present.

Discuss Holiday decorations prep and installation; take possible action

President Hornberger stated we will discuss this agenda item when Fedra Chapa returns.

Discuss administrative items and future agenda items.

President Hornberger stated when we divide up and speak to the business, we can try to identify through the business if there is anything else we can do to help and be responsive.

Celia DeLeon stated if any of the Olmos Park businesses have sales or specials, we can advertise them in the City email blast.

Dr. Kenneth Kirlin stated in our Ordinance, if you obtain a new certificate of occupancy, you must have a Knox box on site for the Police and Fire Department. The box costs \$429 through the Knox Box company under the Olmos Park Fire Department. This could be something that we offer to the businesses and would be a one-time cost. A lot of the businesses are not covered yet because they are still grandfathered in. This is for safety reasons in which the Police and Fire Department have a master key for all business Knox boxes. This will be better for the Fire Department and better for the Community.

Celia DeLeon stated we can add this item to the November agenda. If it is approved, it will need a budget amendment and we will need to discuss a process of how the businesses will request the funding.

Dr. Kenneth Kirlin stated I have spoken to Fire Chief Michael Goodreau who thinks this is a good idea and would be willing to help out and work with us on anything we need. He informed me this would be a great time to do this because a price increase is expected. The Knox Box company might cut us a deal if we buy in bulk.

President Hornberger stated we will need a cost of the Knox box for next meeting so we can amend the budget and approve the cost. The budget item will need to be sent to City Council for approval since the cost is over \$5,000. After it is approved, we can have a line item in the budget every year for this for the cost of approximately 5 Knox boxes.

Tess Harden asked do we have a way of knowing who already has a Knox box? We will need to consider those who have already spent money on the Knox box and if we will offer a rebate to those businesses.

Celia DeLeon stated I will speak to the Fire Chief who should have a listing of Knox box holders.

There was no other business and the meeting adjourned at 6:36 p.m.

Ronald Hornberger
President

Kyndra Munoz
City Secretary