

Meeting Minutes from the Town of Hollywood Park Economic Development Corporation

Meeting Date: August 16, 2018

The EDC meeting was called to order at 5:30 p.m.

Members in attendance: Justin Dolle, Ben Henderson, Julie Chudnow, Mike Drewry, Tom Sims, Scott Farrimond. Absent: Scott Boynton

Staff in attendance: EDC attorney – Ryan Henry, Janice Alamia, Kelly Cowan

Minutes of the July meeting were approved.
Financials were reviewed and approved, with reclassifications.

Old Business:

Item #1 – Golf event – the invitation flyers are in preparation to inform Realtors of this event. Email registrations are possible, and old emails are cleared out of the EDC inbox in preparation for incoming registrations. A citizen comment was heard from Ms. Adesuwa Elaiho, an employee of WALK-ONS. She spoke about providing food service to fundraisers, special events, open venue breakfasts-buffet-plated lunches such as the upcoming golf event.

New Business

Item #1 – Renewal of board members – all members whose terms are expiring must be approved by City Council. Members with terms expiring in September/October are: Julie Chudnow, Ben Henderson, Scott Boynton, and Scott Farrimond. Motion Passed.

Item #2- Discussion of Procurement & Bidding – Mr. Henry cited examples of projects and said the \$10,000 cap on projects has covered most projects for the EDC. A project proposed for \$50,000 would trigger a bidding process; this is a gray area for EDC's. The default is to obtain regular competitive bids. However, a design/build is a common exception to the process.

Item #3 – Swimming pool solar thermal heating – A Solar installation would enable pool use 11 months of every year. Such systems can last 12 – 15 years. A down payment of 30% is required to start, with remainder paid on an agreed schedule. An amount of \$800 -1,000 will be added for legal expenses, bringing total cost to \$49,000. Motion passed.

Item #4 – Golf cart path project – description for a \$6,500 concrete path from Voigt Center to the edge of Sonterra south golf course. Purpose of the paved path is to prepare and enhance the access across rough terrain to the Sonterra golf course. This would be a permanent improvement on private property, but with a perpetual easement. Mr. Drewry showed drawings of several proposed view corridors to be cleared out of existing trees on Sonterra wooded property. Motion passed.

Item #5 – Deadwood clean-up – Discussion involved clearing above mentioned wooded areas, for a cost not to exceed \$20,000. This was later modified not to exceed \$10,000 to begin. Motion passed.

Item #6 – Discussion of Wish List – Mr. Drewry had previously circulated a list of projects to consider. It was presented for consideration of ways to improve H.P. aesthetics or community lifestyle for purpose of attracting new businesses and promoting existing businesses. Motion passed.

Item #7 – Pool Fence project – Mr. Drewry described a modification of existing fences & gates at a cost not to exceed \$20,000. Motion passed.

Item #8 – Approval to engage landscape architect – This amounted to a re-approval of Matt Stevens with a motion to reaffirm his work on designs for Town Hall complex, Memorial Park, Voigt Park, and the Pocket Park. Motion passed.

Item #9 – Donnella/281 gateway landscape improvements – Mr. Drewry indicated significant costs were still coming in, but some gateway projects could be considered while others, such as Voigt & 1604 should be tabled to allow more time for negotiations with Circle K regarding its property and recent landscaping change. Kelly Cowan asked about additional maintenance manhours required to maintain new entry landscapes and estimated the load about 20 hours per week. Mr. Henry indicated approved EDC projects can have funding amounts for year-round operations. A motion to proceed with work not to exceed \$49,000 passed.

Item #10 – Mecca/281 gateway landscape improvements – Similar design and \$49,000 cost as the above landscape project. Motion passed.

Item #11 - Ceiling fans replacement at Voigt Center – Proposal is to replace existing small fans on the Voigt Center back porch with much larger 14-foot 6-inch span called “Big Ass Fans” at a cost of \$10,000. Motion passed.

Item #12 – Discussion to change monthly EDC meeting dates – Mr. Drewry explained a calendar of meeting dates which would precede each monthly city council meeting by holding EDC meetings on the 2nd Thursday of each month. Suggestion was made to enact this change beginning with September 13 meeting. Motion passed.

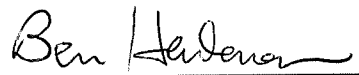
Item #13 – Discussion of possible additional projects for the future. There was discussion of doing a better job of defining projects at the beginning of each budget year. Examples of expected projects to come before the EDC in the future may be ADT security services, cameras, Trans-Guide.

The meeting was then adjourned.

Minutes Approved, this 11 day of OCTOBER 2018



EDC President/Mike Drewry



EDC Secretary/Ben Henderson