

**TOWN OF HOLLYWOOD PARK ECONOMIC DEVELOPMENT CORPORATION**  
**MINUTES OF MEETING ON THURSDAY, JULY 15, 2021**  
**HELD AT**  
**2 MECCA DRIVE, HOLLYWOOD PARK, TEXAS**

Meeting Duration: 65 Minutes

**I. CALL TO ORDER**

EDC President, Tom Sims called the meeting to order at 5:30 p.m.

**II. ROLL CALL**

EDC Members present: Delaine Hall, Duane Ramirez, Mike Moilanen, Tom Sims, Andrew Moon (arrived late).

Absent EDC Members: Julie Shacklett, EDC Secretary; Adolfo Ruiz

City Staff Present: Jeannette Huggins, City Secretary; Michael McCann, EDC Attorney; Oscar Villarreal, Mayor and Daisy Erspamer, Interim Finance Director.

**III. REVIEW AND TAKE ACTION ON THE MINUTES OF THE 5/13/2021 EDC MEETING.**

**MOTION:** made by Mike Moilanen to approve the minutes from the meeting on 5/13/2021

**SECOND:** by Delaine Hall.

**VOTES:** Yes – 4, No – 0, Andrew Moon present for vote but abstained.

**IV. REVIEW AND TAKE ACTION ON THE FINANCIAL STATEMENTS AS OF 05/13/2021**

President Tom Sims announced that the EDC would push this review to another date due to a lack of confidence in the financials that were prepared by prior finance director. City Treasurer, Fred Timmons, will be preparing and reviewing financials prior to next meeting. Jeanette Huggins was announced as assistant finance director and will be assisting to get those financials prepared.

President Tom Sims further stated that the EDC spent less than \$2,000.00 on the Flag Day parade and complimented Delaine Hall on a successful event.

Andrew Moon volunteered to take the minutes of the EDC in the role of EDC Secretary.

**V. CITIZEN PARTICIPATION: Maximum of three (3) minutes per person. Those wishing to speak should sign up prior to the start of the meeting.**

*None*

**V. CITIZEN PARTICIPATION: NONE**

**VI. STATEMENT OF THE EDC PRESIDENT: President Tom Sims further stated that the EDC spent less than \$2,000.00 on the Flag Day parade and complimented Delaine Hall on a successful event.**

**VII. OLD BUSINESS:**

1. Update and discuss status of the Voigt Center audio, acoustic, and technology project and issues related thereto. [T Sims & K Cowan]
  - a. Citizen Comments - None
  - b. Discussion

Voight is completed (both sound and acoustics). Kelly Cowan was project manager and his contribution was recognized. The item will not be on future agendas. No action taken.

2. Update and discuss partnership with the HPCA regarding the inclusion of existing local businesses in the new residence packets and including information to new businesses and on Hollywood Park amenities. [T Sims]
  - a. Citizen Comments None
  - b. Discussion

Tom Sims stated that materials have been provided to the HPCA on businesses to be included in welcome packets for new residents. No action taken.

3. Update, discuss, and take potential action on the development of a disc golf course within the Town Hollywood Park as an attraction and issues related thereto. [A Ruiz]
  - a. Citizen Comments: None
  - b. Discussion

Delaine Hall stated that she spoke with Kelly Cowan about the disc golf course and Kelly Cowan stated that the drainage areas and creek beds could not be used due to TCEQ regulations. Kelly Cowan also expressed concerns of additional maintenance demands it would add to his staff. Andrew Moon recommended dropping this from the agenda and future agendas. No action was taken.

4. Update, discuss, and take potential action on the Hollywood Park restaurant week to promote restaurants located within the Town of Hollywood Park. [J Shacklett & A Moon]
  - a. Citizen Comments: None
  - b. Discussion

Andrew Moon agreed to take over on restaurant week. Duane Ramirez stated that we needed a plan before approaching the restaurants. Delaine Hall has gotten all restaurant contacts and distributed those to Andrew Moon and Julie Shacklett. Oscar Villareal stated that the EDC does not have the right to use the billboards in Hollywood Park under the license grant agreements given to the City and that we could discuss a fair use agreement between EDC and City Council to promote the event.

**MOTION:** by Andrew Moon to hold the event on 9/11/2021 through 9/18/2021.

**SECOND:** by Mike Moilanen.

**VOTES:** Yes – 5, No – 0

5. Discuss and take potential action on Joint meeting with Hollywood Park Council Members and HP EDC Board to exchange ideas on future projects for consideration on future EDC projects and including issues related thereto [T Sims]
  - a. Citizen Comments: None



b. Discussion

EDC was hoping to have a joint meeting with City Council who is having a budget meeting towards the end of August 2021. Oscar Villareal would like the joint meeting to be after the budget meeting. Duane Ramirez and Andrew Moon both would like the joint meeting to be before the budget meeting so planned projects can be budgeted and planned properly. Instead of a joint meeting in August, Tom Sims recommended that the EDC have a workshop style meeting in August and invite the public to participate and recommend new projects. No action was taken.

**VIII. NEW BUSINESS:**

1. Discuss and take potential action on HP EDC officer position of secretary, including discussion of issues related thereto.
  - a. Citizen Comments: None
  - b. Discussion

**MOTION:** Andrew Moon nominated himself.

**SECOND:** by Tom Sims.

**VOTES:** Yes – 5, No – 0

2. Discuss and take potential action regarding use of billboards located within the Town of Hollywood Park for promotional and advertisement purposes including discussion of issues related thereto. [Mayor Villarreal]
  - a. Citizen Comments: None
  - b. Discussion

Burkett has sold to Outfront Media and the original agreements had a reservation of time each month for City use. Oscar Villareal mentioned again the contract was with the City and not the EDC. EDC Attorney stated it could be used through an agreement with the City Council but that use needed to be fair and equal if we were promoting local businesses individually. Oscar Villareal recommended having a link on the City website that would allow businesses to sign up to participate in utilizing billboard time. No action was taken.

3. Discuss and take potential action on a Resolution withdrawing Resolution No. 403 “2020/2021 Triangle Park Feasibility Study Project” including discussion of issues related thereto. [T Sims & M Moilanen]
  - a. Citizen Comments: None
  - b. Discussion

The purpose of this was to remove the funds earmarked for a certain purpose and replace them in the general fund.

**MOTION:** by Andrew Moon to amend Resolution No. 403 to be a total of \$1,500 with no specification of vendor and to allow Mike Moilanen to use the funds to obtain a feasibility study for the septic design at Triangle Park.

**SECOND:** by Delaine Hall.

**VOTES:** Yes – 5, No – 0

4. Discuss and take potential action on projects that the board of director of the HP EDC would like to propose, undertake including discussion of how the board will move forward and carryout the purposes of the HP EDC. [T Sims]

- a. Citizen Comments: None
- b. Discussion

Kelly Cowan requested to be put on the agenda for the following month to address window coverings for the library at Voight Center to improve functionality and aesthetics. Bids have been received and will be on the agenda next month.

This topic was tabled by Tom Sims in favor of meeting next month which we will cover this topic completely to include the project request from Kelly Cowan.

## **IX. ADJOURNMENT**

The meeting was adjourned at 6:35pm by Tom Sims.