

MINUTES

TOWN OF HOLLYWOOD PARK ECONOMIC DEVELOPMENT CORPORATION REGULAR MEETING ON THURSDAY, JUNE 9, 2022, AT 6:00 PM AT 2 MECCA DRIVE, HOLLYWOOD PARK, TEXAS

I. CALL TO ORDER

Meeting called to order by Andrew Moon President at 6:01 p.m.

II. ROLL CALL

EDC Members Present: Andrew Moon President, Delaine Hall Vice Present, Duane E Ramirez Secretary, Kristi Maxwell, Mike Moilanen, Alan Sale

EDC Member Absent: Adolfo Ruiz

City Staff Present: Mayor Sean Moore, Patrick Aten City Secretary, Fred Timmons City Treasurer, Michael McCann EDC Attorney

III. REVIEW AND TAKE ACTION ON THE MINUTES OF THE MARCH 10, 2022, AND MAY 12, 2022

Delanie Hall moved to accept the May 12 minutes as amended. Alan Sale seconded.

Yes - 6 No – 0

IV. REVIEW AND TAKE ACTION ON THE FINANCIAL STATEMENTS AS OF APRIL 30, 2022

Fred Timmons reviewed financials focusing on the balance sheet, interest income, and expenditures. Kristi Maxwell asked about different allocations that needed corrections. Andrew Moon asked about projections with Fred Timmons responded about sales taxes. Fred Timmons will revise financial statements for July's meeting.

V. COMMITTEE UPDATES

1. Public Relations Committee: Kristi Maxwell spoke about incoming applications and their status. Walk-Ons is currently working on their revised artwork.
2. Resident Outreach Committee: None
3. Business Outreach Committee: None

VI. CITIZEN PARTICIPATION

None

VII. APPROVED BUSINESS AND PROJECTS

1. Update and discuss status of the 2021/2022 Triangle Park Proposal Project authorizing request proposals for the design, construction, and installation of a septic system and restroom facilities at Memorial Park (also known as Triangle Park) including discussion of issues related thereto. [A. Moon and M. Moilanen]

- a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Review the RFQ but is challenging due to lack of an actual quote. Reach out to Metropolitan, who did the original Voigt Park. They stated that the project is too small for their firm. Future RFQ will focus on following City of Hollywood Park's processes.
2. Update and discuss status of the Town of Hollywood Park regarding use of billboards located within the Town of Hollywood Park for promotional and advertisement purposes including discussion of issues related thereto. [PR Committee, Moilanen and Maxwell]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Delanie Hall will replace Michael Moilanen on the committee.
3. Update and discuss status of 2021/2022 Promotional Business Project hosting an event at the Voigt Center for businesses located within the Town of Hollywood Park. [Business Outreach Committee, Ruiz, and Ramirez]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Date and location still to be determined. EDC has the option of hiring outside persons. Using the opening of the new Fire Station Bay is still open but even might be pushed until the new fire truck arrives. Event planners can come in to present next month to present ideas.
4. Update and discuss status of the 2021/2022 Fire Bay Extension Project and issues related thereto. [S. Moore]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Project is continuing, pad demolition is complete, pouring concrete is coming.

VIII. OLD BUSINESS

1. Update, discuss and determine ideas and plans to utilize EDC funds for projects and events that are suggested by members of the HP EDC to be undertaken in the future. [D. Hall]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Delanie Hall stated EDC needs to focus on completing projects. Andrew Moon stated that EDC can hire people to manage projects. Sean Moore stated EDC could help police and fire department items as they have a direct impact on community.

2. Update, discuss and take possible action on agenda formation for HP EDC meetings to ensure and/or confirm that members of the HP EDC can request items for inclusion on future agendas. [D. Hall]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Items are sent a week prior to a meeting to be on the agenda. Send ideas to EDC President, City Secretary, and Mayor.

IX. NEW BUSINESS

1. Introduction of newly appointed member of the HP EDC, Alan Sale. [P. Aten]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Alan Sale introduced himself and stated how he is happy to be a part of EDC and how he looks forward to contributing.
2. Discuss and take possible action on providing funds to the Town of Hollywood Park to administer and construct restrooms and septic facilities at Triangle Park. [D. Hall]
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Delaine Hall stated the EDC has been working on this project for four years. Sean Moore stated that if City Council wants to proceed, EDC would cover the cost. Andrew Moon made the motion to dissolve the previous motion and hand this project over to the City Council of Hollywood Park. Delaine Hall seconded.
Yes – 3 No – 1 Abstention – 2
The motion did not pass. Item will remain on EDC's agenda for future action.
3. Discuss and take possible action regarding the use of lights and other decorations to promote areas of the town where local businesses are located. [D. Hall]
 - a. Introduction of agenda item: Andrew Moon introduced item FIRST before all other items.
 - b. Citizen Comments: Steven Meyer, Darrel Gentry, and Jesse Sota from ABC Home & Commercial presented options. ABC will send presentation to City Secretary for distribution. Streets include Donella, Voight, and Sterling Brown. ABC installs all lights and stores them at Hollywood Park locations. EDC would rent a storage unit. Hollywood Park will own all materials. Lights are custom LED lights. Safety is important to ABC operations. ABC provided an estimate quote for 13,000 liner foot of light installation (to include side passages and rooms lines) of \$97,500. This does not include additional materials. For light installation on just the trees is about \$550 per tree. Number of participating trees is to be determined (estimate 50 trees). This does not include the rental of boom lifts and additional cabling.

Chris Smith with Lone Star Roots and Landscape and Aaron Dalstine of Landscaping Lighting presented their options. Mr. Smith is a licensed electrician. They provided packets displaying their work. They had sent additional information to Delanie Hall who will distribute. They would install lights with additional visuals. Their quote will change to focus on Hollywood Park property. The goal is to focus installing lighting on areas that are viewable from the highways including Senior Living building, Town Hall, and Galleria Oaks. Their total installation would include lighting and additional visuals. Their estimated included boom lift rentals and an estimated 8-man team. Their period is to have installation completed by end of October 2022. Hollywood Park would own the lights and materials, but Lone Star would store lights during non-holiday time. All lights are LEDs. Lone Star's quote included all work completed over the course of multiple years.

- c. Discussion: Delanie Hall called both presenters for this meeting. Andrew Moon asked ABC about solar options. Michael Moilanen asked where power for the lights comes from. Andrew Moon asked if lights could stay up year-round. ABC said that was an option but there are costs. Fred Timmons asked about the energy efficiency of LED lights. Delaine Hall asked about the options of including Galleria Oaks in light installation and presentation. Andrew Moon asked how EDC could offset the costs of energy use. Michael Moilanen asked for 4 different quotes. ABC would need the EDC to provide parameters for individual quotes. Andrew Moon asked about additional coordination including when EDC needs to decide for holiday installations. ABC would like to have installation by September. This is based on ABC and the EDC coming to an agreement at July's meeting.

Andrew Moon asked about warranty information from Lone Star. Lone Star spoke of warranty information on materials. Lone Star detailed line item in their quote detailing storage and replacement costs for materials. Sean Moore asked for details on quote financials. Delanie Hall asked what is included in quote and Lone Star stated that they counted 160+ trees but expected the price to go down due to new parameters. This includes power needs and expectations. Lone Star will provide and updated quote and send it to City Secretary for distribution to EDC

The final questions surrounded how in debt EDC wants to get into this project. Sean Moore spoke about how this project may just be the start. Additional discussion continued about differences in the two presentations.

X. STATEMENT FROM THE EDC PRESIDENT

XI. Andrew Moon did not provide a statement at this meeting.

XII. ADJOURNMENT

The meeting adjourned at 8:30 p.m.

The minutes of this meeting were approved on July 14, 2022.

Andrew Moon, EDC President

Attest:

Patrick Aten, City Secretary