

MINUTES

TOWN OF HOLLYWOOD PARK ECONOMIC DEVELOPMENT CORPORATION REGULAR MEETING ON THURSDAY, AUGUST 11, 2022, AT 6:00 PM AT 2 MECCA DRIVE, HOLLYWOOD PARK, TEXAS

I. CALL TO ORDER

Meeting called to order by Andrew Moon at 6:00 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 (arrived late), 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 JUNE 9, 2022.

Kristi Maxwell moved to accept the March 10 and June 9 minutes. Delaine Hall seconded.

Yes – 6 No – 0

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

Fred Timmons reviewed financials. Kristi Maxwell moved to accept financials. Alan Sale seconded.

Yes – 6 No – 0

V. COMMITTEE UPDATES:

1. Public Relations Committee: No updates.
2. Resident Outreach Committee: Delaine Hall updated received billboard applications. Follow up will continue as new businesses open.
3. Business Outreach Committee: Discussed during Approved Business and Projects Item #3.

VI. CITIZEN PARTICIPATION:

None

VII. APPROVED BUSINESS AND PROJECTS

1. Update, discuss, and take possible action on the 2021/2022 Triangle Park Proposal Project regarding proposals received 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. Introduction of agenda item: Andrew Moon introduced item.

- b. Citizen Comments: None
 - c. Discussion: No bids received yet. New deadline is 08/31/22.
- 2. Update and discuss status of the HP EDC Billboard Advertising Program including discussion of issues related thereto.
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: This information was covered during the Committee Updates Item #2.
- 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.
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Presentations: None
 - c. Citizen Comments: None
 - d. Discussion: Duane E Ramirez reported on emails sent to party planners. One response came back but nothing moved forward. Emails will be resent to include additional party planner provided by Kristi Maxwell.
- 4. Update and discuss status of the 2021/2022 Fire Bay Extension Project and issues related thereto.
 - a. Introduction of agenda item: Sean Moore introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Construction on schedule. Patrick Aten reported electrical work starting as scheduled.

VIII. OLD BUSINESS:

- 1. Update, discuss, and take possible action on a resolution authorizing the 2021-2022 Local Business Light Up Project to provide funds for lights and other decorations to promote areas of the Town where local businesses are located.
 - a. Introduction of agenda Item: Andrew Moon introduced item.
 - b. Presentations by representatives of *ABC Home & Commercial, Lonestar Roots, Outdoor Comforts, Holiday Illumin8*, and other similar vendors
 - c. Citizen Comments: None
 - d. Discussion: EDC discussed options including those requiring approval. Andrew Moon made a motion for approval of funds not to exceed \$150,000. Alan Sale seconded motion.
Yes – 6 No – 0

IX. NEW BUSINESS:

- 1. Discuss and take action on the 2022/2023 HP EDC Budget and issues related thereto.
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None

- c. Discussion: Fred Timmons reviewed EDC 2022/2023 budget with Andrew Moon providing updates and suggestions. Other expenditures were discussed. Andrew Moon made a motion to Approve 2022/2023 HP EDC Budget. Mike Moilanen seconded.
Yes – 6 No – 0
- 2. Discuss and take possible action on the development of the second annual Hollywood Park Restaurant Week and issues related thereto.
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Last year's event provides foundation for this year's event. Question arose if EDC wants to do this again. Topic tabled until new board members are in place.
- 3. Discuss and take possible action regarding required economic development training and issues related thereto.
 - a. Introduction of agenda item: Andrew Moon introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Michael McCann discussed required training for EDC members. Andrew Moon made a motion to open this training to all active EDC members. Delaine Hall seconded.
Yes – 6 No – 0
- 4. Discuss and take possible action on confirming legal counsel and issues related thereto.
 - a. Introduction of agenda item: Sean Moore introduced item.
 - b. Citizen Comments: None
 - c. Discussion: Sean Moore introduced Frank J Garza who detailed his experience regarding the position of EDC Attorney. Discussion focused on his experience with municipalities and economic development. Andrew Moon made a motion to accept Frank J Garza as the next EDC Attorney. Alan Sale seconded the motion.
Yes – 6 No – 0

X. STATEMENT FROM THE EDC PRESIDENT:

Andrew Moon thanked outgoing EDC Attorney Michael McCann for his services and professionalism.

XI. ADJOURNMENT

Meeting adjourned by Andrew Moon President at 7:59 p.m.

The minutes of this meeting were approved on September 8, 2022.

Andrew Moon, EDC President

Attest:

Patrick Aten, City Secretary