

## **MINUTES**

### **TOWN OF HOLLYWOOD PARK ECONOMIC DEVELOPMENT CORPORATION REGULAR MEETING ON THURSDAY, OCTOBER 5, 2023, AT 6:00 PM 2 MECCA DRIVE, HOLLYWOOD PARK, TEXAS**

#### **I. CALL TO ORDER**

Meeting called to order by Delaine Hall at 6:00 p.m.

#### **II. ROLL CALL**

EDC Members Present: Delaine Hall, Kristi Maxwell, Alan Sale, Martha Newton, Martha Sanchez

EDC Members Absent: Shea Johnson

City Staff Present: City Secretary Patrick Aten, City Treasurer Fred Timmons, EDC Attorney Austin Beck

#### **III. CITIZEN PARTICIPATION**

No citizens were present at this meeting.

#### **IV. REVIEW AND TAKE ACTION ON THE MINUTES FROM JULY 20, 2023**

Martha Sanchez moved to approve the corrected minutes (Section VIII, item 4). Alan Sale seconded the motion which passed unanimously.

#### **V. REVIEW AND TAKE ACTION ON THE FINANCIAL STATEMENTS AS OF AUGUST 31, 2023**

Fred Timmons reviewed financials. Martha Newton moved to accept financials. Alan Sale seconded the motion which passed unanimously.

#### **VI. APPROVED BUSINESS AND PROJECTS**

1. Update and discuss status of the HP EDC Billboard Advertising Program including discussion of issues related thereto.
  - a) Patrick Aten provided the update. Item will be removed from the next agenda.
  - b) No action taken.
2. Update and discuss the status of attracting, retaining, and promoting businesses in Hollywood Park.
  - a) Patrick Aten provided the update. Ribbon cutting program was recently added for this purpose.
  - b) No action taken.
3. Update and discuss the brochure packet for Voigt Center leases.
  - a) EDC Members received the new Voigt Center folder with marketing materials. Project to be funded by hotel/motel tax.
  - b) No action taken.

4. Update and discuss the welcome kit for new businesses in Hollywood Park.
  - a) Alan Sale provided the update.
  - b) No action taken.
5. Update and discuss Project Santa Claus to promote areas of the Town where local businesses are located.
  - a) Alan Sale provided the update. EDC Members will email Patrick Aten and state four businesses for Santa to visit.
  - b) No action taken.
6. Update and discuss a website to promote the Voigt Center.
  - a) Martha Newton provided the update. A business credit card will be added to the website account.
  - b) No action taken.
7. Update and discuss the ribbon cutting program for Hollywood Park businesses.
  - a) Patrick Aten provided the update.
  - b) No action taken.

## **VII. OLD BUSINESS**

1. Discuss and consider possible action on landscaping at Voigt Center.
  - a) Delaine Hall provided the update. Patrick Aten will ask Kelly Cowan to request bids for landscaping certain areas around the Voigt Center.
  - b) No action taken.
2. Discuss and consider possible action on remodel of portions of Town Hall interior.
  - a) Patrick Aten provided the update. Areas to consider are the lobby, lighting, and ceiling tiles.
  - b) No action taken.
3. Discuss and consider possible action on an employee appreciation luncheon.
  - a) Delaine Hall provided the update.
  - b) No action taken. Alan Sale moved to budget an amount not to exceed \$1,500 for an appreciation luncheon event with the food provided by Hollywood Park businesses. Martha Newton seconded the motion which passed unanimously.
4. Discuss and consider approval of a resolution to purchase police vehicles.
  - a) Fred Timmons provided an update.
  - b) The EDC agreed to discuss the agenda item in executive session at 7:24 p.m.
  - c) Delaine Hall announced the end of the executive session at 7:43 p.m. and the EDC reconvened into open session at that time. No action was taken in or after the executive session.

## **VIII. NEW BUSINESS**

1. Discuss and review submitted applications for the HP EDC Board and rank and make recommendations to submit to.
  - a) Patrick Aten presented the item.
  - b) Martha Sanchez moved to adopt the slate of applicants. Kristi Maxwell seconded the motion which passed unanimously.
2. Discuss and consider rescheduling EDC meeting dates.
  - a) Patrick Aten presented the item.
  - b) No action taken. Patrick Aten will reach out via email to members regarding the next EDC meeting.

**IX. STATEMENT FROM THE EDC MEMBERS**

Delaine Hall provided a statement.

**X. ADJOURNMENT**

Meeting adjourned by Delaine Hall President at 7:57 p.m.

The minutes of this meeting were approved on November 27, 2023.

---

Alan Sale, EDC President

Attest:

---

Patrick Aten, City Secretary