

**OLMOS PARK ECONOMIC DEVELOPMENT CORPORATION
MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
HELD ON MAY 10, 2022**

The Board of Directors of the Olmos Park Economic Development Corporation met on Tuesday, May 10, 2022, at 6:00 p.m. at City Hall in the City of Olmos Park at 120 West El Prado Drive, Olmos Park, Texas for considering the following agenda. Members of the Board of Directors present were President Ronald Hornberger, Angela Clark, Dr. Kenneth Kirlin, Councilwoman Plant and Madison Wilson. Members not present were Councilwoman Dusek and Tess Harden. Also present was City Manager, Celia DeLeon; City Secretary, Kyndra Munoz; Carl Bain, Bain Medina Bain Inc.; Martin Palacios, Bain Medina Bain Inc; Stephen Park, E-Z Bel Construction; and Barry Sturrock, 210 Stanford.

Call meeting to order and determination of quorum.

The meeting was called to order at 6:05 p.m. by President Hornberger; roll call was taken, and a quorum was announced.

Citizens to be heard. (This is the time provided for citizens to address the Board on issues and concerns. No action can or will be taken on issues raised under this portion of the meeting. Please limit remarks to a period not to exceed three minutes. Please state your name and address for the record.) After these 3 minutes have ended, please note that no other comments or questions will be entertained unless an individual is granted permission to speak on the request of the EDC President or other presiding officer. Please state your name and address for the record).

There were no citizens to be heard.

Receive Knox Box Program update from Fire Chief Goodreau

Fire Chief Goodreau stated we have identified 18 businesses that are in need of a Knox Box installation. We have priority and non-priority in which priority are those required by code. The Knox Box program has been published in the San Antonio Express News, posted on the City's website and the Fire Department has hand delivered packets to each small box priority business with the exception of one. One location has expressed interest in the Knox Box but does not want to participate in the grant program. My understanding is we have 2 businesses that have ordered the box in which one business is a priority and one is a non-priority. Today, we have not received any applications for Knox Box reimbursement. In light of this information, we have put together a contingency plan. We have approximately 11 weeks left until the due date for the reimbursement applications to be received. City Attorney Richard Lindner stated he was more comfortable with the program reimbursing business owners for the purchasing of the Knox Box. However, since the program has not picked up much traction, my recommendation would be to consult legal with a new approach: have the Economic Development Corporation initiate the purchasing of the Knox Box and obtain a signed limited liability from the business. There are 18 locations comprised of 14 small boxes and 4 large boxes. We would install the Knox Boxes using an installation specialist. The fees associated with this would vary but will cost approximately \$125 an hour in which the typical installation is 2 hours. The purchase of 4 large boxes will cost \$3,176 and an estimated additional \$1,000 for installation to bring us to a total of \$4,176. These 4 large boxes are replacing existing small boxes in which we can re-distribute the small boxes to locations that do not currently have a Knox Box. The re-installation of the small boxes will cost an approximated additional \$1,000 and at this point we have 8 of the 18 Knox Boxes installed for a total of \$5,176. For the remaining 10 boxes, they can be purchased at \$469 each for an estimated \$4,690 for the equipment and \$2,500 for installation. This will be an estimated grand total of \$12,366 for 18 Knox Box locations installed. City Council approved a total of \$15,000 for this project and if this works, all figures will come within budget and deliver the Knox Box program. This estimate does not account for any applications yet to be received.

Councilwoman Plant stated this is something that was discussed prior to my re-appointment to the EDC Board. If this is something the City needs and is required for some, why do we need the application for reimbursement?

President Hornberger stated the application process was suggested by our City Attorney.

Councilwoman Plant stated I am okay with Chief Goodreau's suggestion and think it is a good idea to obtain a signed limited liability from the businesses.

City Manager Celia DeLeon stated this project has been published and has a deadline for applications. I am not sure if we can end the project before the August 1st deadline.

Dr. Kenneth Kirlin joined the meeting at 6:15 p.m.

Chief Goodreau stated one challenge we ran into is there is one business owner who does not wish to participate in the Knox Box program. This plan will not exceed the \$15,000 but will exceed more than \$500 for the small boxes and more than \$700 for the large boxes approved for the reimbursement application. We will recover some of that money by redistributing the boxes. The other thing we would have to forecast is we may receive applications by the August 1st deadline, especially if we leave the posting up.

Celia DeLeon stated I think it is fair to wait until after the deadline of August 1st, then proceed with Chief Goodreau's recommendation.

President Hornberger stated my suggestion will be to do exactly that, but only after we speak to our City Attorney to confirm this will not leave the Economic Development Corporation open to any liability.

Dr. Kenneth Kirlin asked does the installation of the Knox Box need to be performed by Knox Box or can anyone install the box? Cowboy Kennels was informed the Knox Box must be in a certain location. There were concerns over drilling holes into the building to place the Knox Box and then being told the Knox Box is not in the correct location. Building Official, Ricardo Cavazos informed Cowboy Kennels they would need to start over on the application. Are you able to visit the location to show exactly where the Knox Box needs to be installed?

Chief Goodreau stated that would be your decision. You are able to install the Knox Box and I would be more than happy to visit Cowboy Kennels to agree on a location placement for the Knox Box. If we move forward with this plan, the Fire Department isn't completing the installation and my recommendation would be to have the contractor complete the installations. In your situation, you have already purchased the Knox Box and you are not prohibited from installing the box yourself. Our mindset is trying to get the mission accomplished of installing the boxes; if we can release the EDC from any liability by getting the documents signed, complete the foot traffic in the background of ordering and coordinating the installation I think everyone wins.

The consensus of the Board was to move forward with Chief Goodreau's recommendation pending the City Attorney's approval.

Review and discuss minutes of April 12, 2022 Board meeting; take possible action.

Madison Wilson stated on page 5 there are 3 instances where the spelling needs to be corrected to *marketing*.

Councilwoman Plant moved to approve the minutes of April 12, 2022 Board meeting with the amendment of the mentioned corrections.

Dr. Kenneth Kirlin seconded the motion.

The vote in favor of the motion was unanimous.

Review and discuss Financial Reports, including EDC expenditures, review invoices and allocations and monthly treasurer report; take possible action.

Councilwoman Plant stated we had \$7,000 in our budget for landscaping maintenance. The maintenance was recommended by Larry Clark who installed the landscaping for the McCullough Corridor Project. This was our first big clean up and annual mulching and the contractor did a great job. We will also receive a quote for quarterly maintenance of the landscaping.

Celia DeLeon stated I will provide the quarterly maintenance quote at our June meeting.

Councilwoman Plant moved to approve the financial Reports, including EDC expenditures, invoices and allocations and monthly treasurer report.

Dr. Kenneth Kirlin seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on the McCullough Corridor Sidewalks and Landscaping Demonstration Project

Councilwoman Plant stated one of the concerns was a need for more supervision during the application of the green paint. I called Adam Shrek to inform him the contractors would blow the paint dry for a very short amount of time and immediately move onto the next street. On Monday, the contractors were without supervision again and I watched the application of the green paint right in front of my street in which they did the exact same thing. I was able to turn onto my street while they were in the middle of painting without any barricades blocking the paint. This can't be corrected if it keeps getting applied incorrectly. I believe if it was done properly, the green paint would have lasted a lot longer. I am not sure how long this paint will last but we will be unable to re-paint bike lanes every quarter because of this issue. I am not aware of why the green paint is required for the bike lanes; we are the only part of McCullough that has green bike lanes.

Stephen Park, E-Z Bel Construction stated I can tell you the paint will not last. Typically, we would apply preformed thermoplastic.

Councilwoman Plant stated thermoplastic was discussed but the price of that was going to cost around \$120,000. Adam mentioned the City of San Antonio received several complaints from the thermoplastic because it becomes very slippery and causes accidents.

Stephen Park stated the white paint on McCullough is thermoplastic. I will refer to your consultant regarding the decision of the green paint. We only apply what is in the contract. Is the green paint required?

Martin Palacios, Bain Medina Bain Inc. stated it is not required but it is something that is being used more and more to enhance safety for cyclists.

Barry Sturrock stated the green paint is a part of the process to increase visibility of cyclists using the bike lanes.

President Hornberger stated my comment at last meeting was we need to come up with a different solution because we can't afford to reapply green paint every year. Would street signs that indicate bicycle lanes help and should we place some going north and south along McCullough?

Barry Sturrock stated it all helps and is a part of complete streets that make multi-mode transportation possible.

Martin Palacios stated the street signs also act as a deterrent to keep people from thinking the bike lane

is a parking lane.

Steven Park stated I have taken a look at some photos. What I have seen in the photos is, it is pretty clear the wear of the green paint is on the traffic lane and you can even see this in the thermoplastic. Most of the traffic coming here tonight was riding on the white line on the interior of the divider path. This tells me despite everything you are seeing, it is less of an application issue and more of a product issue.

Councilwoman Plant stated it was both because there was also a lot of overspray. During the project I wrote a recommendation letter because I was so pleased and the project was a smooth process except for this part of it.

Steven Park stated I did see the overspray and we owe you overspray correction. Would you want 3 additional bike lane street signs? We will provide and install the signs for no additional costs. We want to end this project on a good note.

Councilwoman Plant stated Barry and Carl can work with Steven to decide on the number of signs and location for the placement of the signs. For this issue regarding the green paint, we also have an additional invoice of about \$10,000 from Bain Medina Bain. Does this bill include any of the work involving the light fixtures at the Woods' project?

Carl Bain stated this is a proposed bill and not an official bill. Originally, I was not going to charge you for the additional time, but it kept adding up and I began documenting the time we spent on this.

Celia DeLeon stated I will bring a budget amendment to the June meeting for the McCullough project based on the final Bain Medina Bain invoice Carl submits.

The Board agreed once the overspray has been taken care of, additional landscaping items are replaced as a part of the warranty, placement of the signs has been agreed upon and there is a final approval from Bain Medina Bain, the last payment may be released to E-Z Bel construction.

Discuss liaison issues with businesses: take possible action

There were no liaison issues with business to discuss.

Discuss administrative items and future agenda items.

Councilwoman Plant stated we will need to replace President Hornberger's seat as this will be his last meeting.

Celia DeLeon stated if you are aware of anyone who is interested in serving on the Economic Development Corporation, please have them email their resume to Kyndra Munoz. This will be decided at the June City Council meeting.

There was no other business and the meeting adjourned at 6:54 p.m.

Chairman

Kyndra Munoz
City Secretary