

**MINUTES OF REGULAR MEETING**

**OCTOBER 29, 2018**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

President Rebecca Huss called the meeting to order at 6:00 p.m.

Present:       Rebecca Huss - President  
                  Randy Moravec – Treasurer  
                  Amy Brown – Secretary  
                  John Champagne – Board Member  
                  Cheryl Fox – Board Member  
                  Bill Hanover – Board Member

Absent:         Bob Kerr – Vice President

Also Present:   Jack Yates – City Administrator

**OPEN PUBLIC COMMENT**

No public comment.

**APPROVAL OF MINUTES**

Minutes of September 17, 2018 Regular Meeting –

President Huss asked for comments on the minutes as presented. Mr. Moravec suggested a description of Ms. Shawna Riley be included to indicate that she is an owner of a small downtown business. Mrs. Huss noted that Ms. Riley did not identify herself when she spoke, but Mrs. Brown is familiar with Ms. Riley. Mr. Moravec made a motion to accept the minutes pending the change, seconded by Mrs. Fox. All in favor. (6-0)

## **MONTHLY FINANCIAL REPORT**

### **Report for September, 2018**

Mr. Moravec suggested, since all events will be grouped into one line item, removing the miscellaneous administrative expenses of \$7,500 related to the Homecoming and the Haunted House events. These expenses would then be moved to the Marketing and Tourism line item. Mrs. Huss agreed as long as the increased amount did not cause the category total to exceed legal limitation. Mr. Moravec assured her that it would not exceed the limitation. Motion by Mrs. Brown, seconded by Mr. Champagne to approve the September 2018 Financial Report as presented. All in favor. (6-0)

## **CONSIDERATION AND POSSIBLE ACTION**

5. Consideration and possible action regarding the Historic Montgomery Business Association billboard proposal.

Ms. Kambra Drummond, owner of Rustic Cashmere, and Ms. Brenda Reiland, owner of Pets, spoke on behalf of the HMBA.

A written proposal was handed out to the Board, and a copy of that proposal is attached.

HMBA requested MEDC partner with them to pay for leasing a billboard to be used for promotion of the Historic Business District. The chosen billboard is on the South side of Highway 105, facing East across from the Dollar General Store.

The request is for lease of the billboard for twelve months along with the creation and installation of a reusable, generic advertising vinyl to cover the billboard.

Organizations, groups and the MEDC may use the billboard to advertise specific events so long as they pay for the specific event vinyl along with the installation and removal of the specific event vinyl.

Mr. Moravec asked if this would fall under the Economic Grant Program. Mrs. Huss agreed that would be the appropriate line item for this proposal. Mr. Moravec also asked that someone from the Board, or the Marketing Director, approve the advertising copy before it is installed.

Motion by Mr. Champagne, seconded by Mr. Hanover to contribute \$4,440 to partner with the HMBA on billboard advertising. All in favor. (6-0)

6. Presentation by Floyd Montgomery regarding Montgomery memorabilia.

Mr. Montgomery, a new resident of Montgomery, spoke to the Board concerning his wish to establish a museum and a Highland Games event in Montgomery.

Mr. Montgomery also discussed the historical significance of the name Montgomery. He volunteered to open his home to any Board member who would be interested in viewing his collection.

No action was taken.

7. Consideration and possible action regarding the purchasing policy for the MEDC.

Debate was held as to what authority, and or spending limit, the City Administrator should have regarding spending MEDC funds.

Motion by Mr. Champagne, seconded by Mrs. Brown to limit the City Administrator's purchasing authority to payment of expenses for Transfers to Debt Services, Tax Reimbursement, Removal of Blight, and Reimbursement of General Funds to the amounts in the 2018-2019 adopted budget as approved by the MEDC Board and City Council. The vote was tied with Brown, Champagne and Huss voting yes and Fox, Hanover and Moravec voting no. The motion failed. (3-3)

8. Consideration of amendments to the MEDC Bylaws.

Mr. Yates stated the City Attorney has no suggestions concerning the question of ethics. The City Attorney does provide an ethics presentation for Boards. One could be planned for City Council and invite other boards, including MEDC, to attend.

Mrs. Brown questioned if the Board had voted on the Bylaw change that moved the date of the annual meeting from September to January. Mrs. Huss asked that the minutes from the previous meetings be examined to see if the Board voted on the Bylaw changes.

No action was taken.

9. Consideration of possible action to adopt the 1, 3, and 5 Year Goals.

Mrs. Huss reminded the Board that this item was discussed in previous meetings with the only concern being the specific percentage of sales tax growth rate required each year.

Mr. Champagne suggested removing the percentage amounts.

Motion by Mrs. Fox, seconded by Mrs. Huss to approve the goals as written. All in favor. (6-0)

10. Consideration and possible action regarding Third Quarter Economic Development Report for City Council.

Mrs. Huss stated that this report is the same as the Utility Report that City Council has already seen. She stated that she did not see much value in having Mr. Moravec present it to Council.

Motion by Mrs. Brown, seconded by Mr. Champagne to send the report to City Council without a Board member formally presenting the report. All in favor. (5-0) Mr. Moravec was out of the room and did not vote.

11. Economic Development Report

Engineer Report – Mr. Yates presented the report, specifically speaking on the opening of the Buffalo Springs Bridge reopening and the GLO Grant. Mr. Moravec asked if the Development Handbook has been published on the city’s website. Mr. Yates said that it has and is available as a PDF download.

Sales Tax Report – Mr. Yates briefly went through the report as presented to the Board. Mrs. Huss asked how much this report costs the city. Mr. Yates responded that the fee is \$1,400 per month. Mr. Moravec asked if the EDC contributes to the monthly fee. Mr. Yates responded that the city absorbs all of the expense.

City Administrator Report – The written report was provided to the Board members. No discussion was held.

12. Convene to closed executive session as authorized by the Texas Open Meetings Act, Chapter 551 of the Government Code.

The Board convened into closed session at 7:37pm.

13. Reconvene into the Open Session.

The Board reconvened into open session at 7:59 pm.

14. Consideration and possible action if necessary on matters deliberated in Closed Executive Session.

Board directed the City Administrator to move forward on the issue under discussion.

**BOARD INQUIRY**

Mr. Yates was questioned on the status of the Home Focus issue. He stated that after detailed review of the charges, he sent a detailed letter to Home Focus informing them the EDC offers \$200 as payment to settle the account.

## ACTION ITEMS FROM SEPTEMBER MEETING

<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>RESULT</i>
Consider and suggest a realistic percentage of growth for sales tax revenue	Moravec	Board decided to leave item as written
Amend 1,3,5-Year Goals	Brown	Completed
Find Mediator for Home Focus issue	Yates	See Board Inquiry
New Employee Management Action Item	Yates	
Expenditure Procedures Action Item	Yates	Completed

## ACTION ITEMS FOR FUTURE MEETINGS

<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>DUE DATE</i>
Review minutes on Board Bylaw vote	Brown	November

### ADJOURNMENT

Motion by Mrs. Fox, seconded by Mr. Hanover to adjourn the meeting at 8:02pm. All in favor. (6-0)

Submitted by: \_\_\_\_\_

Amy Brown, Recording Secretary

