

MINUTES OF REGULAR MEETING

May 20, 2019

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

CALL TO ORDER

President Rebecca Huss called the meeting to order at 6:01 p.m.

Present: Rebecca Huss - President
 Bill Hanover – Vice-President
 Julie Hutchinson - Treasurer
 Amy Brown – Secretary
 Tom Cronin – Board Member
 Cheryl Fox – Board Member
 Bob Kerr – Board Member

Also Present: Jack Yates – City Administrator

OPEN PUBLIC COMMENT

No public comment.

APPROVAL OF MINUTES

Minutes of April 15, 2019 Regular Meeting –

President Huss asked for comments on the minutes as presented. Mr. Cronin made a motion to accept the minutes as presented, seconded by Mr. Hanover. All in favor. (7-0)

MONTHLY FINANCIAL REPORT

Report for April, 2019

Mrs. Hutchinson noted Ms. Bronco, the City Bookkeeper, had been out and Mrs. Hutchinson had a few things to discuss with Ms. Bronco concerning the EDC's financials, specifically a two thousand dollar discrepancy in the report. Mrs. Hutchinson said she believed this was a minor error when transferring amounts from one category to another.

Mrs. Hutchinson also pointed out the sales tax receipts were down, but the year-to-date was still above the amount budgeted.

Mrs. Huss noted a check that was written by the EDC to her personally. She said this was a reimbursement to her for paying for one of the logos for the events and another reimbursement will show up in the May financial report.

Mr. Yates pointed out an expenditure for money that was paid for the Home Grant program. He said the EDC will be reimbursed this amount by Home Grant. He also said the legal fees which were paid were for the Home Focus issue.

Motion by Mr. Hanover, seconded by Mrs. Fox to approve the April 2019 Financial Report as presented. All in favor. (7-0)

CONSIDERATION AND POSSIBLE ACTION

5. Consideration and possible action regarding Antiques Festival Financial Report.

Kambra Drummund did not have a written financial report, but gave a verbal report saying she will send Mr. Yates the written report to forward to the Board.

Mrs. Drummund said profits from previous years averaged around \$1,500, but this year the profit was \$5,300 without sponsorship input. With the sponsorship income, the profit was around \$15,200.

Mrs. Drummund said when the festival closed on Sunday, she had already received applications for 50% of the vendors to attend in 2020.

Mrs. Drummund said this year there were three additional tents. She a few of the vendors in the Community Center grassy area left due to the grounds being muddy, but she was able to move others to dryer locations.

Mrs. Drummund stated she had to turn away six vendors due to lack of tent space. An additional two tents would have been needed to accommodate them. She said she most likely could have filled an additional five tents. She said the festival is growing but space is a factor.

She stated the business that provides the tents will visit with her in July to look at the space, measure and attempt to redesign the tent layout.

No action was taken on this item.

6. Consideration and possible action regarding the Clepper Street sidewalk report – Mike Muckleroy.

Mr. Muckleroy said the 866 linear feet of sidewalk has been discussed for a couple of years. He said he requested a quote for a 5 ft sidewalk because that is what would be preferred throughout the city.

Mrs. Huss asked if the preference of a 5 ft sidewalk was because it was ADA compliant.

Mr. Muckleroy said a 3 ft. sidewalk was still ADA compliant as long as there was a 5' x 5' passing zone every 200 feet, but he did not suggest going down to 3 feet.

Mr. Muckleroy said this quote also includes handrails for an elevated portion of the proposed sidewalk near the elementary school.

Mr. Muckleroy said this quote is for a sidewalk from Prairie Street down to the elementary school then stripe a crosswalk to the existing sidewalk on the opposite side of the street.

Mrs. Brown asked if the City Engineer has commented on the quality of the street.

Mr. Yates said no he has not.

Mr. Muckleroy said that even if the street needed to be taken down to it's sub-base, it could be built up to the current elevation to meet the sidewalk. He said he has not had that discussion with the City Engineer.

Motion by Mr. Hanover, seconded by Mr. Cronin to approve construction of a 4' sidewalk.

Mrs. Brown asked if the cost could be lowered if this project was added into the larger downtown project.

Mr. Muckleroy said he did not believe so because this cost was based on the length of the sidewalk and the only thing that may change would be the set-up cost which was minimal.

Mr. Kerr asked Mr. Muckleroy if he saw any reason to postpone this project. Mr. Muckleroy said his only reason to postpone would be the fact the city is working on applying for grants for sidewalks, which may offer funding for this sidewalk.

Mrs. Huss said the reason the EDC decided not to move forward with this previously was because this was on the perimeter of the downtown area and not a major necessity to draw people downtown. She said if the EDC is doing a downtown improvement, she would rather spend the money on the downtown area then work outwards from there.

Mrs. Huss asked Mr. Yates when the Downtown improvement plan would be ready.

Mr. Yates said it was still a couple of months away. Mr. Yates said there was another project for the downtown area concerning drainage and asked if the Board would like to hear about that project.

Mrs. Huss said that would be fine since it concerned the downtown improvements and several members of the Board had expressed a desire to focus on the downtown area first. She asked for objections and there were none.

Mr. Muckleroy said about a year ago he was asked about a project to correct the drainage system on McCown Street from the corner of John A Butler to Caroline. He said the drainage ditch is deeper than the city would like to have. He said a vehicle has driven into the ditch and people have fallen into it. He said the plan is to shallow the ditch.

Mr. Muckleroy said there is a grate on the corner of McCown and Caroline that drops down into a 24" culvert that runs south to John A Butler Street. He said the plan is to fill in the ditch with dirt and direct the water to the inlet box near Garrett House. On the corner of McCown and John A Butler, a custom inlet box would be built to drain the water into the underground culvert. He said a contractor will do the drainage work, then Public Works will bring in the dirt and grass.

Mrs. Huss said the Board can not act because this was not on the agenda, but with the Boards encouragement, she asked that it be placed on the June agenda.

Mrs. Hutchinson asked Mr. Muckleroy what the timeline would be on the sidewalk installation.

Mr. Muckleroy said at least two months.

Mrs. Hutchinson then asked Mr. Yates when the Downtown Improvement Plan would be ready.

Mr. Yates said a couple of months.

Mrs. Huss said she has a problem with spending money on "less than the best" in reference to the 4' sidewalk instead of the 5' sidewalk. She said she did not understand spending \$24,000 instead of \$29,000 and have the best sidewalk.

Mrs. Brown said since the sidewalk project could not begin for two months, and the Downtown Improvement Plan would be ready in two month, she would rather wait and see how the sidewalk fits in with the Plan.

Mr. Hanover said he did not see a point in waiting for the Downtown Improvement Plan.

Mr. Muckleroy said he would suggest the 5' sidewalk over the 4' sidewalk.

Mr. Hanover said, based on the discussion, he wished to amend his motion from the 4' sidewalk to a 5' sidewalk. The amended motion was seconded by Mr. Cronin.

Mr. Kerr suggested putting in a 6' sidewalk.

Mrs. Brown stated she still believed there was no need to rush to approve this project and suggested waiting until the Downtown Improvement Plan is completed and see where this cost fits into that plan. She said the sidewalk needs to be built eventually, but asked if the sidewalk was top priority or was possible sidewalks in the downtown area more of a priority. She said the EDC can not do every project immediately and she would like to see the Downtown Plan before spending the amount of money being asked for.

Mrs. Fox said she agreed that she would like to see the Downtown area finished first.

Mrs. Huss offered a compromise asking for a quote for a 6' sidewalk and asking Mr. Yates to bring to the Board costs/funding options of the basic items that are expected to be in the Downtown Improvement Plan.

Mr. Muckleroy said the cost would probably be an additional \$4,500.

Mr. Yates said there were three basic ways to fund the Downtown Plan: piecemeal, such as a 5-year or 6-year plan; MEDC and/or the City decide to fund over a 2-3 year period; or it could be part of a General Obligation Bond. Mr. Yates said he could get information together for the June meeting.

Mrs. Huss said another option would be for MEDC to spend the \$60,000 budgeted on hiring a person to move forward the Downtown Improvement Plan.

Motion failed with a vote of 2-5. Voting for the motion were Hanover and Cronin. Voting against the motion were Brown, Huss, Kerr, Fox and Hutchinson.

7. Consideration and possible action regarding presentation from Southern Rum Runners regarding alcoholic beverage services – Rob Holbrook.

Mr. Holbrook introduced himself and his business, Southern Rum Runners as a licensed, insured and Texas regulated alcohol/mixed beverage caterer. Southern Rum Runners was created to serve wedding venues and festivals. The company has been in business 4-1/2 years and services between 15-24 events per weekend.

Southern Rum Runners works closely with TABC to ensure compliancy and also focuses on safety issues.

Mr. Holbrook explained a TABC license is linked to an address and no two entities with licenses may have their addresses overlap. Since there are several businesses in downtown Montgomery with licenses, care must be taken to not overlap the event area with a business property that has a license. He said problems occur when a person is walking around with an open container from an event, and crosses onto an address of a business with a liquor license.

Southern Rum Runners provides bartenders for events instead of relying on individual vendors to secure bartenders.

Mr. Holbrook stated distributor sponsorships, as previously discussed by the EDC, can only be obtained through a 501. Distributor's may not directly provide any marketing materials, merchandise or any other item without going through a 501. Mr. Holbrook said because they have a 501 and a good relationship with distributors, they get top pricing which they pass along to their partners.

Mr. Holbrook also stated, in addition to safety, a main priority for Southern Rum Runners is to make accessibility more comfortable for people visiting the downtown area, and for businesses, during festivals.

Mr. Holbrook said the financial relationship can be worked out at a later time if the City wishes to move forward. He said he is paid solely from alcohol sales and not from income from separate food sales or other income.

Mr. Holbrook said the biggest cost is fencing, which has been lacking on other festivals in the city. The fencing, as explained by Mr. Holbrook is to ensure compliance with TABC regulations.

Mr. Holbrook said Southern Rum Runners can work with the City on how much participation the City would like to have in organizing the events. Southern Rum Runners can manage the entire event, only provide the alcohol, or anything in between. They can provide entertainment, food, and advertising. He said there is not a size limit needed to work with the company.

No action was taken.

8. Economic Development Report – Jack Yates

Engineer Report –

Mr. Yates said the City is still working on the Baja Street Project with the bonding company.

Development Status Report –

Mr. Yates said the Christian Brothers automotive repair is planning on opening a location West of the Bubble King car wash and Chick-fil-A has received their variance from City Council.

Tourism and Marketing Report –

Mr. Yates said there has been work accomplished towards the Water Party planned for June 22nd, and the 400 flag sales from the Texas Flag Celebration were enough to pay back the EDC for the cost of the flags. One individual from Spirit of Texas Bank purchased 200 of the flags. He said flags are still available for sale at City Hall.

9. Adjourned into closed Executive Session at 7:30pm.

10. Reconvened into Open Session at 8:03pm.

11. Consideration and possible action(s) if necessary on matter(s) deliberated in Closed Executive Session.

No action taken.

BOARD INQUIRY

No Board inquiry

ACTION ITEMS FROM APRIL MEETING

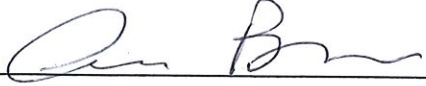
<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>RESULT</i>
Alcoholic beverage license info	Yates	
Liability insurance info from water slide provider		


ACTION ITEMS FOR FUTURE MEETINGS

<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>DUE DATE</i>
Drainage proposal	Yates	June
Cost/Funding options for Downtown Plan – 6' sidewalk cost	Yates	

ADJOURNMENT

Motion by Mr. Kerr, seconded by Mr. Hanover to adjourn the meeting at 8:04 p.m. All in favor. (7-0)

Submitted by:  Date Approved: 06/17/19
Amy Brown, MEDC Secretary


Rebecca Huss, MEDC President

