

## MINUTES OF REGULAR MEETING

April 15, 2019

### MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

#### CALL TO ORDER

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

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

Absent:            Bob Kerr – Board Member

Also Present:    Jack Yates – City Administrator  
                      Katrina Moore – Director of Marketing and Tourism

#### OPEN PUBLIC COMMENT

Mr. Wadell spoke on the issue of the proposed Clepper sidewalk. Mr. Wadell stated he believes there is currently a safety issue due to the lack of an existing sidewalk. He said as the area grows, the sidewalk should be a top priority of the city.

Mr. Hanover joined the meeting, and apologized to the Board.

## **APPROVAL OF MINUTES**

### **Minutes of March 18, 2019 Regular Meeting –**

President Huss asked for comments on the minutes as presented. Mrs. Fox made a motion to accept the minutes as presented, seconded by Mr. Cronin. All in favor. (6-0)

## **MONTHLY FINANCIAL REPORT**

### **Report for March, 2019**

Mrs. Hutchinson pointed out the EDC does not pay wire fees for transfers as previously discussed. She also informed the Board the money for the billboard will be coming out of the budget. Mrs. Hutchinson also noted the funding for the Lone Star Flag Festival will be removed from the budget, and rolled back up into the parent account.

Motion by Mrs. Brown, seconded by Mrs. Fox to approve the March 2019 Financial Report as presented. All in favor. (6-0)

## **CONSIDERATION AND POSSIBLE ACTION**

5. Consideration and possible action regarding Living Savior Lutheran Church parking lot paving grant application.

Mr. Hames asked for the Board to consider funding in the amount of \$50,000. He noted scheduling for city events would still be made only if there is not conflict with the Church's schedule. He said the Church would entertain an event by event lease with a 4-6 month advance notice. He said there would be no charge for each lease.

Mr. Cronin said he was concerned on setting a precedent of funding churches.

Motion by Mrs. Huss to fund \$30,000 towards the parking lot improvement project. Motion dies for lack of a second.

Motion by Mr. Hanover to fund \$50,000 towards the parking lot improvement project. Motion dies for lack of a second.

Motion by Mr. Hanover, seconded by Mrs. Fox to table the discussion. Hanover, Fox and Huss in favor, Brown, Cronin and Hutchinson against. (3-3). The motion failed due to lack of a majority.

Mrs. Hutchinson said she did not feel comfortable spending that amount of money on this parking lot when other options may become available.

Mrs. Brown said she felt the amount was too high considering the restrictions imposed by the Church. She said she would feel more comfortable with an amount around \$5,000-\$10,000.

Mr. Cronin said he would not consider any amount because of setting a precedent.

Mrs. Huss asked Mr. Yates to bring the item back when there is more clarity on other parking options, or at a lower price.

6. Consideration and possible action regarding a request from Fernland, Inc. for funds to repair Crane Cabin – Gareth Westlake.

Mr. Westlake explained to the Board the need of repairs to the Crane Cabin at Fernland Historical Park. He said one wall is severely deteriorated and needs to be repaired.

Mr. Westlake said the buildings are leased from Sam Houston University, but sitting on City property. He said the Fernland Board would contribute a third of the cost, with the City and the EDC both contributing one third each.

Mrs. Brown noted the estimate provided did not have a price on it from the company. Mr. Westlake provided another copy with the price.

Mrs. Brown asked Mr. Westlake if Sam Houston would be interested in helping with repairs. Mr. Westlake said they have not shown any interest.

Motion by Mr. Cronin, seconded by Mrs. Fox to approve the \$6,300 request under the Infrastructure line item.

Amendment to the original motion by Mrs. Huss, seconded by Mrs. Fox to create a line item in the budget named Fernland Park Improvements, and to move the \$6,300 from the Infrastructure line item into the new category. All in Favor (6-0)

Motion by Mrs. Brown, seconded by Mrs. Hutchinson to amend the original motion by Mr. Cronin to state the \$6,300 request will be paid for from the Fernland Park Improvement line item not the Infrastructure line item. All in Favor (6-0)

Vote on the original motion by Mr. Cronin with the two amendments. All in favor. (6-0)

7. Consideration and possible action regarding placement of Clepper Street sidewalk.

Mr. Yates explained this item was requested by Mr. Hanover. Mr. Yates said this item needs to be further researched by the City Engineer. He said this item was approved by the EDC in 2017 but was rejected by the City Council.

Mrs. Huss said her previous objections to the sidewalk was how it related to the City's plan for the downtown improvement. She has always wanted to work from the center and work out.

Mrs. Fox agreed.

Mrs. Hutchinson asked if the sidewalk could be included in the Downtown Master Plan. Mr. Yates said it could be included.

Mr. Cronin stated that vehicles will not yield to pedestrians walking down the road.

Mrs. Brown said she felt it would be important to have the City Engineer check into the issues. She felt there was not enough information to make an informed decision at this time.

Mrs. Huss said that City Council had previously asked for a report.

Motion by Mr. Cronin, seconded by Mrs. Brown to table the discussion until the May meeting.  
All in favor. (6-0)

Mrs. Hutchinson said she would like to see the sidewalk as part of the Downtown Master Plan in order to possibly cut the expense by doing several jobs at once.

8. Consideration and possible action regarding Texas Flag Celebration event.

Ms. Moore said the event mostly complete with the exception of the logo and marketing plans.

The Board unofficially chose one of the two logos that was presented.

Mrs. Huss asked about vendors. Ms. Moore said there are a few that are interested.

Mrs. Huss asked if Ms. Moore had any concerns on the schedule or the budget. Ms. Moore said she had none.

Mrs. Huss mentioned that Lone Star has agreed to sponsor, but a non-profit would be needed to serve or contract with a company who organizes events.

Mrs. Hutchinson asked if she needed to move \$4,000 for this event. Mrs. Huss said yes, that would need to be done.

No formal action was taken on this item.

9. Consideration and possible action regarding approval of October Fest event.

Ms. Moore said she has been working with Kambra Drummond of the HMBA to find vendors.

Mrs. Brown said she prefers the logo with the golden background. The other board members agreed.

Mrs. Huss asked Ms. Moore what she had planned for activities. Ms. Moore said she planned on keeping the event in the area surrounding the Community Center, with family friendly activities, and finding local musicians or bands.

Mrs. Fox suggested a pumpkin carving contest.

No action was taken on this item.

10. Consideration and possible action of "Fly the Texas Flag" Day event.

Ms. Moore explained the City was asking residents and businesses to fly flags on May 3-5.

Ms. Moore said the idea is to have flags available for purchase at City Hall. Ms. Moore said she can purchase 3' x 5' flags for \$1.39, and resell them for \$5.00. She said there was also discussion on having pencil flags available.

Ms. Moore said she would promote the event on Facebook and on the electronic sign.

Motion by Mrs. Huss, seconded by Mr. Cronin to approve a not to exceed budget of \$300 for the Fly the Texas Flag Day event. All in favor (6-0).

11. Consideration and possible action regarding rack card purchase and possible distribution cost.

Ms. Moore presented the detailed rack card costs as requested from the previous meeting.

Mrs. Brown suggested placing cards in locations further out such as College Station rather than The Woodlands and Spring.

Mrs. Huss asked Ms. Moore if the Board is able to sign up for only six months and then renew for a month by month basis. Ms. Moore said that was correct.

Mrs. Fox asked about getting them distributed with school systems. Mrs. Huss said that could be something that could be looked into.

Mrs. Brown asked if Distrx would reimburse the EDC for half of the rack cards and distribution. Ms. Moore said she believed it would just be for the rack cards, but could ask Distrx. Mrs. Brown suggested Ms. Moore ask Distrx if they would also contribute to the distribution cost.

Mrs. Brown also suggested adding something to the rack card design in order to identify where cards were being found.

Mr. Yates suggested a coupon on the rack cards that would need to be presented in order for the coupon to be used.

Mrs. Hutchinson suggested offering a free Texas flag on the coupon.

Mrs. Huss suggested placing the rack cards at Welcome Centers.

Motion by Mr. Hanover, seconded by Mrs. Hutchinson to table the item until costs can be finalized and coupons could be added to the cards. All in favor (6-0).

12. Economic Development Report – Jack Yates

Engineer Report – Mr. Yates presented the Engineer's Report from Jones and Carter.

Development Status Report – Mr. Yates presented his Development Status Report. Mr. Yates mentioned Christian Brothers automotive shop will be going in near the car wash/Pizza Shack location. He also noted Spirit of Texas is expected to open in May.

Tourism and Marketing Report – Ms. Moore said a Small Business 101 seminar is scheduled for April 24<sup>th</sup> on financing and credit scores. She said she has been posting on social media channels approximately 3-4 times per week. Ms. Moore said there have been 105 new likes on the Facebook page in the past month. Ms. Moore said that Workforce Solutions is looking for sites for interns and Ms. Moore has spoken to Susan Hensley about getting interns for the City.

13. Convened into closed Executive Session at 7:56pm.

14. Reconvened into Open Session at 8:36pm.

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

No action taken on this item.

**BOARD INQUIRY**

No Board Inquiry.

**ACTION ITEMS FROM MARCH MEETING**


<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>RESULT</i>
Executive Session agenda item	Yates	Completed
Discussion/Action to formally remove Flag Festival funding	Yates	Completed
Alcoholic Beverage license info	Yates	
Rack Card cost breakdown	Moore	Completed
Liability insurance info from water slide provider	Moore	
Event calendar for 2019	Moore	
Billboard money	Yates	Completed

## ACTION ITEMS FOR FUTURE MEETINGS

ACTION ITEM	ASSIGNEE	DUE DATE
Find non-profit for beer distribution	Moore	
Report on Clepper sidewalk and agenda item for meeting	Yates	May meeting
Rack card distribution cost assistance and coupon	Moore	May meeting
Rack card placement at Welcome Centers	Yates	May meeting

### ADJOURNMENT

Motion by Mrs. Fox, seconded by Mrs. Brown to adjourn the meeting at 8:36 p.m. All in favor. (6-0)

Submitted by:  Date Approved: 05/20/19  
 Amy Brown, MEDC Secretary

  
 Rebecca Huss, MEDC President

