

**MINUTES OF REGULAR MEETING**

**August 17, 2020**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

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

Present:       Rebecca Huss - President  
                  Dan Walker – Vice-President  
                  Julie Hutchinson - Treasurer  
                  Amy Brown – Secretary  
                  Tom Cronin – Board Member  
                  Arnette Easley – Board Member

Absent:         Bob Kerr – Board Member

Also Present:   Richard Tramm – City Administrator

**OPEN PUBLIC COMMENT**

No public comment.

**APPROVAL OF MINUTES**

Minutes of July 20, 2020 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. Easley. All in favor. (6-0)

## MONTHLY FINANCIAL REPORT

### Report for July, 2020

Mrs. Hutchinson informed the Board that sales tax receipts for July 2020 are twenty-two percent higher than those received in July 2019. She said the 2020 fiscal year to date through July, shows a twenty percent increase from 2019. She said the looking forward to the August numbers, the 2020 fiscal year to date shows a fifteen percent increase from 2019.

Mr. Tramm said the August 2019 numbers included a quarterly collection and it will be interesting to see where the numbers fall once those quarterly numbers come in.

Mrs. Hutchinson asked Mr. Tramm if the Home Grants are a receivable due back from the City or from the granting agency when the work is completed. She said three are due from last fiscal year and three are due for this fiscal year.

Mr. Tramm said he is waiting on an answer to that question and will follow up. He said he believes the money is due from the granting agency, but is waiting on confirmation.

Motion by Mrs. Brown, seconded by Mr. Walker to approve the July 2020 Financial Report as presented. All in favor. (6-0)

## CONSIDERATION AND POSSIBLE ACTION

### 5. Consideration and possible action to approve RFQ on Downtown Development Planning.

Mr. Tramm presented the RFQ for approval by the Board. He noted the updated timeline to distribute the RFQ on August 21, 2020 for two weeks. He said the RFQ will have a submittal deadline of September 21, 2020.

Mr. Tramm said this will allow the Board to hear of any responses during the September regular meeting.

Motion by Mrs. Hutchinson, seconded by Mrs. Brown to approve the RFQ on Downtown Development Planning for publication. All in favor. (6-0)

### 6. Consideration and possible action to approve purchase of radios for use by City personnel during festival events.

Mr. Tramm noted that this item was discussed last month and that the Board requested further information to be provided. Information including the type of battery in the radio, amount saved if extended warranty was removed (\$25 per radio), radios need to have a separate repeater than the one in the PD, company will not waive the trip charge. As a reminder, this expenditure will also need to be approved by City Council.

Mrs. Brown clarified that the warranty would be for 5 years. Mr. Tramm agreed.

Mr. Walker asked if it is a performance warranty rather than a loss warranty. Mrs. Huss said that if it is not, City property insurance would cover the radios.

Mr. Cronin asked whether the City had considered renting radios. Mr. Tramm said that it was not something that is particularly feasible.

Mrs. Hutchinson asked if it was coming out of Events line item. Mr. Tramm said that it was.

Mr. Walker stated that he felt that it was good value with the repeater and quality of radio – his main concern was accountability for the radios and getting them back after loaning them out. He supported using them for safety and organization.

Mr. Tramm informed the Board Chief Solomon was the one who identified this particular radio system as the preferred item for use and the need for communication with festival organizers and volunteers.

Mr. Easley asked about leasing vs buying. Mr. Tramm stated that we had not looked into that option but it will be more onerous for City staff. Mrs. Huss stated that she thought that light use radios should last longer than a lease term, so our best value would be have them last longer than a typical lease term.

Mrs. Brown reiterated that the radios would be kept at City Hall and would not be used without the MEDC's or City Administrator's express permission. They will be checked out. Ultimately Mr. Tramm will be responsible for them.

Mrs. Hutchinson reiterated that MEDC expected that outside festivals would be expected to put down a deposit. Mrs. Huss added possibly a rental fee as well.

Motion by Mrs. Brown, seconded by Mr. Easley to purchase radios in an amount of \$14,614.65. Motion passed by majority. (5-1) Huss, Walker, Hutchinson, Brown and Easley voting in favor of the motion; Cronin voting against the motion.

7. Consideration a possible action regarding scheduling the Public Hearing regarding the 2020-2021 Budget.

Mr. Tramm states that this is a formality item. The Board is required to schedule a public hearing. Staff recommends scheduling the hearing for 6pm on September 21, 2020. Mr. Walker asked whether it will be via Zoom – Mr. Tramm confirmed that it will be by Zoom.

Motion by Mrs. Huss, seconded by Mrs. Brown to schedule a Public Hearing on the Fiscal Year 2020-2021 MEDC Budget for 6.00pm. All in favor. (6-0)

8. Review of the Draft Proposed Budget for Fiscal Year 2020-2021.

Mr Tramm noted that MEDC hosted a workshop on August 7. The draft was attached in the Agenda Pack and will be presented to City Council at their next meeting.

Mrs. Huss asked if anyone had any questions or comments on the allocations. No questions or comments were made by any Board Members.

No other action was taken.

9. Economic Development Report – Richard Tramm

a. City Administrator's Development Report

presented

b. City Engineer's Report

Presented

10. Consideration and possible action to amend the current fiscal year budget to fund contest to name the Montgomery Goat.

Mr. Tramm stated the Montgomery goat posts have been among the most widely liked and shared posts. He suggested continuing this momentum by working with the school district in a goat naming contest. Mr. Tramm estimates a total budget of \$625 including prizes, advertising costs, professional services, and materials. He said he had a basic conversation with the MISD Superintendent, who is open to this idea. Mr. Tramm believes that this will bring a lot of interest to the story, the icon, and the history of Montgomery.

The professional services will be done by Mrs. Huss, who offered to step out while the rest of the item was being discussed. Mrs. Huss is also doing most of the website work, currently on a volunteer basis. Mr. Tramm believes that this is less than what the Board would pay for it to be done by another contractor. Mr. Tramm discussed the legality of spending this money on a related party with Mr. Petrov, the City Attorney, who also stated that he thought that he felt the Board would be paying a lot more if they went outside the City for this service.

Mr. Walker says that he would like to get this done before the Christmas parade. Mrs. Hutchinson stated that if the Board were to farm this project out to someone outside of the organization who started from scratch, the number of hours they would spend would be significantly higher.

Motion by Mr. Walker, seconded by Mrs. Brown to amend the current fiscal year budget for an amount not to exceed \$625 to fund the contest to name the Montgomery goat. Motion passed by majority. (4-1-1) Walker, Hutchinson, Brown and Easley voting in favor of the motion; Cronin voting against the motion; Huss abstaining from the vote.

EXECUTIVE SESSION

Board adjourned into Executive Session at 7.31 p.m.

11. Discussion related to real property deliberations and economic development negotiations.

Board returned from Executive Session and resumed the Regular Meeting at 8.09 p.m.

END OF EXECUTIVE SESSION

12. Consideration and possible action on items from Executive Session.

Motion by Mrs. Brown, seconded by Mrs. Hutchinson, to instruct the City Administrator to work with the City Attorney and City Council consistent with the advice given during the Economic Development Corporation's Executive Session. All in favor. (6-0)

**BOARD INQUIRY**

Mrs. Hutchinson asked to follow up on actions to clean up 149. Mr. Tramm has plans to move forward on more general Community Beautification rather than only one specific area. This includes code enforcement, but start with in-person contact to hopefully get better compliance rates. Also reaching out to community organizations like the Lions Club and churches to assist people who need the hand up.

**ACTION ITEMS FROM JULY MEETING**

<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>RESULT</i>
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ACTION ITEMS FOR FUTURE MEETINGS

ACTION ITEM	ASSIGNEE	DUE DATE
Home Grant payments due update	Tramm	
RFQ response update	Tramm	
Determine the proper allocation/accounting of SRR & Mudbugs festivals for 2020/2021 budgeting	Julie Hutchinson	

**ADJOURNMENT**

Motion by Mrs. Brown, seconded by Mr. Cronin to adjourn the meeting at 8:19 p.m. All in favor. (6-0)

Submitted by:  Date Approved: 08-21-2020  
 Amy Brown, MEDC Secretary

  
 Rebecca Huss, MEDC President

