

MINUTES OF SPECIAL MEETING
NOVEMBER 9, 2020
MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

CALL TO ORDER

President Rebecca Huss called the Zoom Teleconference meeting to order at 6:02 p.m.

Present: Rebecca Huss - President
 Dan Walker – Vice-President
 Julie Hutchinson - Treasurer
 Amy Brown – Secretary

Absent: Tom Cronin – Board Member
 Arnette Easley – Board Member
 Bob Kerr – Board Member

Also Present: Richard Tramm – City Administrator
 Dave McCorquodale – Director of Planning and Development

OPEN PUBLIC COMMENT

No public comment.

CONSIDERATION AND POSSIBLE ACTION

3. Discuss and consider authorizing MEDC Board President and City Administrator to sign necessary documents to enter in an agreement for Downtown Development Planning Services and refer the item to City Council for approval of the expense.

Mr. Tramm said staff has been working with Gunda Corporation to bring together a proposal. He said during the last EDC meeting he expected the cost to be around \$75,000, but the final proposal came in at \$108,150.50.

Mr. Tramm said this amount falls within the EDC budget of \$112,000, but because of the significant difference in cost, he wanted to make sure the Board was aware of the actual cost before the contract was signed and sent to City Council for approval.

Mr. Tramm said he contacted an engineer that he is personally and professionally familiar with to review the cost. He said the engineer's firm did not bid on this project and acts as an impartial resource. Mr. Tramm said the engineer reviewed the submission and found the cost price to be realistic.

Mr. Tramm said he wanted to make sure the Board is clear on the dollar amount and that it is within the EDC budget. He asked the Board if they had any questions.

Mrs. Huss asked if it was an itemized proposal.

Mr. Tramm said it is broken down by items and phases of work, and each of the phases is priced out. He said it is not broken down in specific detail, but it is broken down by description of project for scope and phases.

Mrs. Huss asked if Mr. Tamm feels there is anything Gunda itemized or identified that was a surprise to him versus what the Board was initially thinking.

Mr. Tramm said he expected a more limited area but Gunda focused on the entire downtown area. He said Gunda's area is larger, but he thinks Gunda's area is what is necessary. Mr. Tramm said this will give a more complete picture.

Mrs. Huss asked if it will make it easier to connect outlying areas.

Mr. Tramm said that is correct.

Mr. Tramm said the area contains stretches from Prairie Street west to Pond Street, and Hwy 105 north to Clepper.

Mr. McCorquodale said on the 149 frontage, the area extends to Berkley to include the right of way on 149.

Mr. McCorquodale said this will define the Downtown area as a district.

Mrs. Hutchinson asked if there would be any reason for additional charges on top of the \$108,150.50.

Mr. Tramm said if the Board asks Gunda to do additional work, then that is a possibility. He said the Board has the right to approve or decline additional work, and bring the contract to an early halt and only pay for work completed.

Motion by Mrs. Brown, seconded by Mrs. Hutchinson to authorizing MEDC Board President and City Administrator to enter in a contract with Gunda Corporation in the amount of \$108,150.50 for Downtown Development Planning Services. All in favor. (4-0)

ADJOURNMENT

Motion by Mr. Walker, seconded by Mrs. Brown to adjourn the meeting at 6:21 p.m. All in favor. (4-0)

Submitted by:  Date Approved: 11-16-2020
Amy Brown, MEDC Secretary


Rebecca Huss, MEDC President

