



**Montgomery Economic Development Corporation
Regular Meeting Minutes
February 18, 2025 at 6:00 PM**

OPENING AGENDA

1. Call Meeting to Order.

The Regular Meeting of Montgomery Economic Development Corporation was called to order by Jeff Angelo at 6:00 p.m. on February 18, 2025, at City Hall 101 Old Plantersville Rd. Montgomery, TX and live video streaming.

With the Board Members present a quorum was established.

Present: Carol Langley, Treasurer
Jeff Angelo, President
Ryan Londeen, Secretary
Arnette Easley, Vice President
Wade Nelson, Board Member joined meeting at 6:01 p.m.

Absent: Dan Walker, Board Member
Casey Olson, Board Member

2. Pledge of Allegiance.

President Angelo led the Pledge of Allegiance and Pledge of Allegiance to the Texas State Flag.

PUBLIC FORUM

Ms. Cheryl Fox, 821 Stewart Street, Montgomery, Texas said she came again this evening to discuss purchasing a piece of property at the corner of Caroline and FM 149 or Liberty Street. She said she called the agent that has the property listed and told him she was interested, but they have it listed for \$300,000 and she said she thought that was insane. She asked if he would be willing to entertain something in the \$200,000 range and he said he yes. Ms. Fox said she just wanted everyone to understand because listed at the price he has it which is .0245 eighths of an acre that would actually be \$10,712.50 a square foot. She thinks that is a little over our market even though we do have a good market here. She would like to have you all entertain the fact of purchasing that piece of property due to the fact she thinks it is very instrumental to our downtown ambiance. She would love to see that belong to the City and the City have control of that piece of property.

PRESENTATION

3. Understanding Type B Economic Development Corporations presentation by Caleb Villarreal, City Attorney.

City Attorney Villarreal said he will hit the high points mostly related to expenditures and what the State law requires. He said he has worked under City Attorney Petrov for eight years and also represents municipal utility districts and real estate development.

City Attorney Villarreal said he will be going over the process and what is required by law as far as publication and legal notices. On the first page of the presentation you see we are a type B EDC which is afforded more latitude than a type A EDC. These corporations can fund land, buildings, equipment, facilities, expenditures, or other infrastructure and improvements related to new enterprises for business development, which is quite a broad definition, but most expenditures are permissible as long as you adhere to the statute. Any project that is under \$10,000 there is no approval by the City Council required so you can authorize a resolution or make a motion to make these expenditures that are under the \$10,000 threshold. If the expenditure is more than \$10,000 you would need to have that item on the agenda and then make a recommendation or take action on that item, but what is then required is that item has to go to City Council and they have to do two separate readings of the resolution. Once City Council approves the expenditure, then it is permissible. Before it goes to City Council, you have to call a public hearing to let members of the public discuss that item and voice any concerns they may have during the public hearing. Once you close the public hearing it goes to City Council if the EDC is on board with the expenditure. There is an exception for municipalities that have less than 20,000 people like the City of Montgomery if the expenditure fits within certain parameters of the statute, what is considered a primary job. The slide shown lists all the different definitions of primary job. If there is an exception, a public hearing is not required, but typically it is best to hold the public hearing and see what members of the public have to say on the expenditure. Once you take that under consideration, we prepare a resolution and it has to go before City Council and it is usually two separate meetings, or it is two separate meetings of one reading the resolution, and then the subsequent meeting will be the second reading of the resolution. So, you have the public hearing that is required and then Council approval on these expenditures that are over \$10,000. With these expenditures, before you expend the funds after it is approved by Council, there is a 60-day waiting period on the publishing requirement because citizens of the community are allowed to petition for a special election and challenge the expenditure. You do not expend the funds for two months because members of the public can challenge that expenditure and request a special election at the next general election date to be held on that expenditure. Then it is up to the voters to either approve or not approve. The threshold is a petition of at least 10 percent of the registered voters. Vice President Easley asked how many per quarter year \$10,000 expenditure can it be? City Attorney Villarreal said it will be separate expenditures. Every expenditure is a case by case individual basis. For example, Ms. Fox is talking about the acquisition of land. If the EDC is interested in acquiring the land, because it is most likely going to be over \$10,000, you are going to have the public hearing and then we would prepare the resolution for Council to approve and they would approve the contract, but then the actual real estate contract would come back to President Angelo and he would sign off on behalf of the EDC. Even though Council approves, if the MEDC is making the purchase you adhere to the statutory process and then the real estate contract would come back to

you for final execution of those documents. Council approval is required on these expenditures over \$10,000 and a public hearing is required. You want to make sure you adhere to the statute so no one can challenge the expenditures 10 or 15 years down the road or raise an issue. Vice President Easley said what he was asking is per quarter do you limit the amount of expenditures at that amount just as on an approval of Council, and can anyone come five or six times if they have a project? City Attorney Villarreal said if they have a project that project would be considered as its own item if it is under \$10,000 with no Council approval. If it is over \$10,000, then Council approval is required. If they have another project it is the same thing. You start the analysis with that \$10,000 threshold. If under \$10,000, then no Council approval. If over, then you need Council approval. Board Member Nelson said he thinks what Vice President Easley is asking is there is no limit on the number of transactions. City Attorney Villarreal said no. There is no limit. President Angelo asked if it is applicable also to contracts with respect to maybe the whole contract may be over \$10,000, but the monthly cost is budgeted and may be less? City Attorney Villarreal said you look at the cumulative amount, the entire contract. Whatever that total amount is, that is the amount that must be either considered by EDC or by City Council. President Angelo said they were talking a bit about contract acquisition and RFQs. What were the thresholds for reaching out and gathering bids? City Attorney Villarreal said it is \$50,000. EDC's do have to adhere to the same procurement statutes as the City. It is the same threshold of \$50,000. You have to go out for competitive bids. If it is under \$50,000, the common process is RFQs or request for proposals, but the competitive bidding process is not required when it is under \$50,000. President Angelo asked when does it hit the sealed bid threshold? Is it RFQ and that is it? City Attorney Villarreal said yes, \$50,000 sealed bids are required. President Angelo asked are sealed bids required for \$50,000 or more? City Attorney Villarreal said correct. The bid package typically gives all the instructions on the dates and deadlines. President Angelo asked how do you go about looking for the vendors for these bids? Is there someone assigned to that who is in the City or is that something we do as members of a board? City Attorney Villarreal said it depends. There is usually a data base where you have your contractors and usually the engineers are familiar with the data base. Also, notice is published in the newspaper and these companies are always seeing if that is something they are interested in or a contract they are interested in entering into or not. Secretary Londeen said the administrator would typically post those. City Attorney Villarreal said he cannot remember the data base the engineers use, but there is a data base that is published. Secretary Londeen said there are different methods, but for professional services like engineering that is not based off of a price. There are some professional services you go off for costs, but engineers you cannot base them off cost. It is based off of qualifications. He asked if City Attorney Villarreal could explain the difference. City Attorney Villarreal said yes. Engineers, like you said in the attorney's office, the standard there is most competent and qualified. You are actually prohibited by law from considering the price. You are supposed to make your decision based on competency and qualifications, not based on the price or their hourly rate. Secretary Londeen asked if other professional services like Graphics Design is based off of more pricing? City Attorney Villarreal said that statute has an exhausted list. He does not have

it in front of him, but says architects, surveyors, engineers, and attorneys. He cannot remember the other professions that are under that statute, but he can follow up. Like he said, they are actually prohibited. Secretary Londeen said it would be good just to make sure everyone is aware that there are differences there. Sometimes you can go for cost and sometimes you can go off qualifications, but it came up with the branding thing. He thinks they are fine because he looked it up himself. He thinks it was fine with the branding. President Angelo said it was around \$1,500 for the total package. City Attorney Villarreal said they all fall with the Professional Service Procurement Act. It has the list of exhausted professions and if you fall in that list then you are prohibited from submitting anything more than your qualifications or making a selection based on their competency. Board Member Nelson said as an example, what Ms. Fox had described, the City purchasing a piece of property, when does the 60 days for public reviewing begin? Is it after the City Council has approved the contract? City Attorney Villarreal said correct. It is after, but then before the expenditure is made. You just have to after it is approved wait the 60 days and make sure you do not spend a dollar before that 60 days. Board Member Nelson asked within a contract that we have for a piece of property, do we need to build in 60 days in the feasibility? City Attorney Villarreal said correct before money is exchanged. Board Member Nelson said before closing. City Attorney Villarreal said correct. Secretary Londeen said the City could reject any type of expenditure of the EDC. When would they vote on that? Is that the first reading that they vote or do they do two readings and then they vote on the expenditure? City Attorney Villarreal said it would be the first. Secretary Londeen said then they could just shut it down immediately. City Attorney Villarreal said yes. Secretary Londeen asked would they approve it then and then there are two readings? Is that how it works? The first reading is the vote and then they do another second reading. City Attorney Villarreal said typically if Council is not on board with the expenditure, sometimes it does not make their agenda. If they are on board with the expenditure they will fulfill the statutory process, but if they are not on board, sometimes they just discuss it, other times they just let it die. Secretary Londeen asked just for clarification, expenditures could be water lines, sewer, street scape improvements, street improvements as long as they can tie it to some type of economic incentive? There has always been some confusion with the EDC group on what they can spend their money on, but he thinks they can spend their money on all of those things on public infrastructure that helps bring economic activity to the City. City Attorney Villarreal said correct. It promotes new development and economic enterprise. Secretary Londeen asked if it has to be tied to a specific development? City Attorney Villarreal said correct. It is a very vague, wide definition there especially under type B. It is something they analyze whenever you ask us to prepare the resolution. They analyze does a public hearing need to take place and if so, what statute allows them to make this expenditure? You then put that part of the code in the whereas clauses and that way the person that is reading the resolution knows this is the statute that authorizes this expenditure. Secretary Londeen asked is there any prohibition of us just funneling money back over to the City's budget and let them spend it however they want? City Attorney Villarreal said there is no prohibition because City Council provides oversight and they ultimately have to approve your budget every year so it is very

common for those transfer of funds to take place. Secretary Londeen said they have some items that are transferred back to the City for capital improvement and various things. Are you saying that is fine? City Attorney Villarreal said yes, as long as it is budgeted in your budget and that specific line item is accounted for and showing it is going to the City.

REGULAR AGENDA

4. Consideration and possible action to approve a grant application for funding in the amount of \$5,200 for the Montgomery Antique and Unique Festival.

President Angelo said they had a meeting a couple of weeks ago and Ms. Drummond expressed to him there was a need. This is the first time in two years this has come back. President Angelo said in the past the EDC has funded the project to the tune of about \$10,000 for each event is that correct? Ms. Drummond said she would agree with that statement except that it has been six years since the event asked for any compensation. President Angelo asked this year you are asking for \$5,200 and it has to do with partially accommodating the security from Montgomery PD? Ms. Drummond said yes. Originally the discussion that was had for what was required was going to be around \$9,500. That was revised and reduced she thinks because one officer was reduced overnight. It was reduced to \$8,200 as the final number for security. President Angelo asked are you not asking for anything other than to partially fund the security for the entire event, which is a two-day event, but is set up for three days? Ms. Drummond said the vendors set up on Thursday and we usually start at 8:00 a.m. They are typically done by 5:00 p.m. or 6:00 p.m. Security would start that night and last 24 hours until the vendors pack up and leave on Sunday around 5:00 p.m. President Angelo said because these are tents there is no other way to secure their valuables which are antiques and high dollar items. How many people do you expect to bring into the City during this event? Ms. Drummond said if the weather cooperates she is in hopes of 1,000 to 2,500 minimum people a day. President Angelo asked if she has spoken with any of the other businesses in the area and how do they feel about this event? Ms. Drummond said everyone she has spoken with is extremely excited to have it back because typically most of the businesses she has talked with, herself included, revenue was down about 40 percent without having the antique festival and/or the wine festival to bring additional visitors. President Angelo said in lieu of not having the wine festival, you have championed and brought this event back. Ms. Drummond said yes. President Angelo asked is the goal to drive revenue for these businesses who have suffered year-over-year? Ms. Drummond said absolutely, that is the whole goal. Board Member Nelson asked if the scheduling coordinated with when Round Top is falling off, your event picks up? Ms. Drummond said yes. This will be the 27th year of this event in May. The original schedule when they set it up 27 years ago was to have the vendors do their main showcases finish at Round Top and then come here. There was about a week of time that would pass between the two shows. Now Round Top has extended their days so they are going to get maybe three days and they will be here. 90 percent of them will finish their year here. Historically, this is the best event they do all year. That is what their feedback is. She is in hopes to get it back to that again. President Angelo asked how many booths

have you secured as of today? Ms. Drummond said the community building is full and she has three tents that are completely full. President Angelo asked how many vendors total? Ms. Drummond said around 42 vendors. President Angelo said you basically have sold it out. Ms. Drummond said the tents are half way full. She still had the property that was in discussion a minute ago with Ms. Fox. She put people there and around the community grounds. At the community building people will set up around there. She does not have tents set in the community building parking lot in case the rain is too bad so those vendors can move onto the concrete and not be on the grass. President Angelo said it is good to have that event back and thanked Ms. Drummond for picking up the mantle. President Angelo said a little background for the other members is this was talked about with the previous administration going back to October of last year and it just made it to them because it was shelved. If it was not for Ms. Drummond's persistence we probably would not even know about it. Thankfully between Ms. Drummond and Special Event Coordinator Johnson we were able to get it back on the agenda in time.

Motion: Vice President Easley made a motion to approve a grant application for funding in the amount of \$5,200 for the Montgomery Antique and Unique Festival. Board Member Nelson seconded the motion. Motion carried with all present voting in favor.

5. Consideration and discussion of a proposed city marketing logo and the official seal.

President Angelo said many meetings ago they started discussing making some adjustments to the marketing side of the City, giving it a facelift with respect to the logo. He said there was not anyone able to help assist with that until Special Events Coordinator Johnson stepped in and so he started the ball rolling getting a graphic artist company on board to help create a branding package which is included in this guide. This did not make it into the agenda packet, but it will be added subsequently and put in so that anyone in the public would like to review it they may be able to. This went through many iterations. Chief Solomon, City Secretary Beaven, Special Event Coordinator Johnson, and Mayor Countryman all had a part in helping guide him toward getting this to the final logo which we are presenting. In the process of this, Treasurer Langley had a great suggestion that we maintain our City seal because the seal has represented the City for quite some time and is already on a lot of our City documents. From a branding standpoint, we could utilize the logo because we needed to take that trademark birthplace of the Texas flag and start putting it on merchandise and start utilizing it. For more legal and other type documents we could continue to use the City seal. The idea here is to discuss and decide if we want to approve this and send it to Council for final approval and then they would then make the final determination. Secretary Londeen said he is definitely in agreement with keeping the seal and he likes the logo. His only comment is the blue looks off in the print. President Angelo said that is a result of his home printer so that could be the reason. Secretary Londeen said he wants to make sure they confirm that the colors, especially the blue matches the Texas flag. President Angelo said the blue is the exact PMS color as the Texas flag. President Angelo asked City Secretary Beaven if there is any action they need to take on this item other than if they decide to move forward and send it to City Council? City Secretary

Beaven said that is it. City Attorney Villarreal said he was working with the former City Administrator Palmer on this issue because apparently there was some for-profit businesses that might use the logo. He had proposed what numerous cities have in place is just a short policy about the use of city logos and a short application. If you are non-profit then typically they do not pay the license fee. If it is a for-profit company they pay a license fee for using the city's logo. With that you control the use of the logo and make sure they are not putting the logo anywhere they are not supposed to and to alleviate liability concerns. Also, what is typical in most cities is when merchandise is sold there is a threshold. Typically it is five percent of the gross sales of that merchandise of the city's logo that is remitted back to the city for using their logo. He wants to make sure everyone is aware of these options. We can have that application and policy to formalize the process and make sure that we know who all is using the City's logo and make sure the City is compensated for the use of their trademark. President Angelo said that is great and exactly what they are hoping to do. We want to get merchandise rolling out in a lot of the shops throughout the City and especially for tourism. Is this a policy our city attorneys will help craft? City Attorney Villarreal said absolutely. It is maybe a page or a page and a half. It is just a short document with some guidelines. President Angelo asked how are these fees reconciled with respect to oversight? Do they come into a specific line item budget? City Attorney Villarreal said typically it is a marketing department of the city, which he does not believe there is one here, but usually you have one department that oversees the application process just to make sure the people that are using the logo are complying with the City's policy and remitting the sales tax or the amount they should be remitting. President Angelo said it is basically a commission on sales. City Attorney Villarreal said correct. It is always good to have a policy in place. President Angelo said he agrees. Would that be something Special Events Coordinator Johnson would handle? Treasurer Langley said it needs to be ready by the time it goes to Council because if Council does not have a, b, and c, they are not going to vote on it that night. Is there a fee they need to come up with or you already have a fee? City Attorney Villarreal said it is up to you. What he has seen is sometimes quarterly. He thinks it is a bit of a headache having these entities remit quarterly payments. It is probably easier and more simple to do annually, but what he has seen is usually a five percent of the growth sales on that first coffee mug, t-shirt, or pen. Treasurer Langley said they are not going to keep up with all of that. Do we just need to say you come to the City if you are a business? An individual is not going to be able to get this are they? City Attorney Villarreal said absolutely. A for-profit individual, a company can do this as long as they go through the process, submit the application, meet the criteria, and then pay the fee. You certainly are entitled to just make a lump sum amount. President Angelo said he would think Treasurer Langley is right. He thinks just a one lump sum fee. Chief Solomon said they will look at those prices from different places and how other people are doing it. They will come up with some set prices. Treasurer Langley said she knows at Jim's Hardware she is not going to be able to keep up with how many coffee cups are sold. Jim's Hardware just needs to pay a total amount, whatever the City says, get their permit, and then start making t-shirts. Is that what we are talking about? Secretary Londeen said it is like a fee schedule. Treasurer Langley said once she buys it she can make as many t-shirts

as she wants to. Secretary Londeen said like if someone goes out and mass sells this and makes a huge profit off of it and the City gets nothing for it. Treasurer Langley said that is correct. Ms. Drummond said we do not have enough sales that are going to out sale what the City would sell. Secretary Londeen said HEB might be able to push t-shirts. Vice President Easley said for larger organizations you charge more. Chief Solomon said it is like when they buy their police cups with their police logos. What they do is for so many they buy for 200. It may cost you \$500 so they will set those prices at that range. If HEB or Home Depot does want to sell those they give them a limit on what limit are you going to buy? If it is 500 then that may be \$1,500. President Angelo asked if Chief Solomon is saying he buys them through their selected vendor? Chief Solomon said no. What we are going to say is that when we are talking about putting this policy together we will take a look and see where all that lands and then we will see if City Council agrees with those price ranges. They will look at the policies, find out how that works, and bring you something that you can bring to City Council. Secretary Londeen asked if they own the trademark to birthplace of the Texas flag? City Attorney Villarreal said correct. In 2021 the birthplace of the Texas flag was registered. President Angelo said they want to get this marketed out there so they can maintain that trademark. If you do not use it, you lose it.

Motion: Board Member Nelson made a motion to approve a proposed city marketing logo and the official seal.

Treasurer Langley said she is not taking an official seal to the City Council to do anything with so it will just be the proposed city marketing logo. Secretary Londeen said the seal does not change at all. We just have a better resolution, image for it. President Angelo said he had it converted into vector art.

Motion: Board Member Nelson made a motion to approve a proposed city marketing logo to send to City Council for approval. Treasurer Langley seconded the motion. Motion carried with all present voting in favor.

6. Consideration and Possible action regarding a phased funding budget for wayfinding signage.

President Angelo said they have been working on the wayfinding signage package for quite some time, possibly over a year now. They are at the point now where they need to get it funded and move forward. He had a local company put together some pricing to show some of the pricing for these signs. He said he is no expert on city signs and definitely does not have a clue when it comes to procuring vendors for this kind of a program. If you look at the number of signs they have he thinks they are going to exceed \$10,000. These are for each sign so it is very possible they will exceed the \$10,000 threshold. The question is Secretary Londeen, where do they go from here with respect to getting these? Secretary Londeen asked if they looked at our specifications and this is what these prices are? President Angelo said yes. Secretary Londeen said he thinks they need to decide how much they want to spend first, use these as a ballpark, select the group of signs they want to install all at once, and then ask for our official bids for that group of signs. If it comes up

higher than they can negotiate by a line item of no, we cannot afford these so instead of doing like 20 signs they can do 15 signs. As a group they need to decide which signs to gather together, how much to spend, select the group of signs they want to install and then go out for bids. Board Member Nelson said he worries about piecemealing them. Secretary Londeen said he thinks there are 100 signs so that is his concern, but if they could, they could figure out how much it all costs together. It is going to take a while too to get permissions for all these as well. President Angelo said they are going to have to go out and do the 60-day. Chief Solomon asked where did you get the \$10,000 from on the signs? Board Member Nelson said on the line item list if you add it up. Chief Solomon said as they looked at those signs the cost is really up there. Secretary Londeen said that is why he asked. Their signs are specific. President Angelo said that is why he said it is going to go well past \$10,000, not under \$10,000. Chief Solomon said that is exactly what we need you to do. To figure out which ones you want, how many, and then set the budget on that. Secretary Londeen asked Chief Solomon do you have a different cost? President Angelo said no one has the cost and this is what they have been going back and forth on forever. Secretary Londeen said if a sign cost \$50,000 then that adds up super quick and they cannot pay for the whole thing if they want to do McCown, but if they are like \$10,000 or \$5,000 or whatever, then they can afford more. Chief Solomon said that is exactly what they are seeing because you are going to have to choose which type of signs you want and once you choose which type, then we can figure out the price range because they have seen some in here going up to \$60,000. Code Enforcement Officer and Planning/Zoning Administrator Tilley said in August of 2024 MEDC had approved a small first phase implementation of the wayfinding program. What was that small first phase? Was there a picture of all the signs? President Angelo said they did have a group of signs they wanted to go forward with. The problem was the City Administrator and Assistant City Administrator were supposed to bring them some true cost and that never happened. Code Enforcement Officer and Planning/Zoning Administrator Tilley asked was this the first phase? President Angelo said no. It was not just one page of signs. It was specific locations they wanted. Code Enforcement Officer and Planning/Zoning Administrator Tilley said so not the type of sign, but the location of the sign? President Angelo said correct. Like the library sign and there were various city signs including a gateway sign. Code Enforcement Officer and Planning/Zoning Administrator Tilley asked a monument sign? President Angelo said yes. There are so many signs, but they do not know which ones to even go out and ask for. Secretary Londeen said they could go out and ask for bids for all of them and see where it lands and see if they would come down on pricing for bigger projects because you will get a discount if you do more. If they go piecemeal in smaller pieces they are probably going to be a bit more expensive. Code Enforcement Officer and Planning/Zoning Administrator Tilley asked if the group was in this packet in August? President Angelo said yes. They have all had that packet for over a year now. It has been ready, it is just they do not have any pricing to be able to even make a decision on anything. Code Enforcement Officer and Planning/Zoning Administrator Tilley asked if they could get the pages at some point? Board Member Nelson said he thinks that is going to be them all getting back together and reviewing it again. There is no way to decide that today. Secretary Londeen said they

cannot pick it today because you do not want to pick out a sign that is disconnected out in the middle of nowhere that leads someone to go to the City and then now what? We need to have a strategy. City Secretary Beaven said you are right on all of that. There are two attachments. One of them was the design intent drawings and the other one was a packet for locations. It would be advisable if you would go through the packet and look to see what locations that were outlined in this packet that you want to look at and look at the designs that are provided. Choose something and bring them back to us so we can obtain a quote for you. We need to just start from this point from that direction and move on. Secretary Londeen said he could help with that. What needs to happen is we could have potentially paid for an implementation plan where they would have gone on in and said if you need to segment it out this is how we do it. We could potentially ask them to do that. We might have to pay them money to do that, or we just have someone here that goes in and says this group of signs needs to go together and we could phase it into three or four different phases. What we could potentially do is then ask for bids for those three phases. Bid each phase individually, give us the cost for all of it, but give us the pricing for each phase and then we can decide which ones we want to actually fund. Board Member Nelson said his biggest concern would be not to go the cheap route because you will never be happy with it once it goes up. We can cut costs, but if you do not do it right the first time it is going to look terrible going forward. Secretary Londeen said it gives extreme detail on what the sign should be made of, how it should look, how it should be manufactured, how it should be attached, and how it should be put in the ground. Whenever you ask for bids they are going to have to give us pricing to build it exactly to those specifications. President Angelo said Code Enforcement Officer and Planning/Zoning Administrator Tilley knows the City ordinances. Could we all get together and just pick the three phases? It would be nice to sit down for an hour one day and come up with that. Secretary Londeen said he can do some preliminary looking through it. We want to focus on SH-105 because that is where the highest traffic volume is and we want to make sure when those signs are pointing people somewhere they know where they are going. We do not want to point them in random directions. President Angelo said he thinks the design is really good, but it is just a matter of getting to step two. Secretary Londeen said he thinks they need to have a small committee. President Angelo asked Code Enforcement Officer and Planning and Zoning Administrator Tilley if that is something she would be able to help assist them with in terms of making sure they are good on the ordinance side of things as they are trying to develop? Secretary Londeen said the other thing we need to talk about is who is going to coordinate with TxDOT and private property owners or the signs on McCown street that we need to coordinate with the design group on making sure these signs can be placed now or later? Chief Solomon said that was part of what they looked at when they heard about this a year ago. Where are these signs going to be placed? Are they going to be placed on TxDOT's right-of-way and that is where Code Enforcement Officer and Planning/Zoning Tilley was coming in to see where we could place these signs. We will cover where you can place them once you get to the area. The main thing is we just need to know which signs you want. We need to choose those so we can start. President Angelo said how about we say we want them all. We love the package and we voted for the package. We just do not have

any price on the package. We are ready to buy it. Board Member Nelson said it is putting a wish list together and then come down off of that. Secretary Londeen said you could go out for bids and get bids back, but then it could be too expensive. He suggests coming up with a preset of three phases. If we have a McCown project we want to do also and that is a big portion of our budget, can we also afford signs at the same time? He thinks doing phases you could ask for bids for the whole thing or you could just ask for bids for three phases, or you could do both. Code Enforcement Officer and Planning and Zoning Tilley said you could have target dates all driven by deadlines. She noticed these signs do not have our City seal on them. Secretary Londeen said he does not think any of the signs have a seal or logo. President Angelo said everything has been approved, but who are they buying them from and when will they get installed? Code Enforcement Officer and Planning and Zoning Administrator Tilley said if we are staying with that design, the star in the circle, was there a thought that maybe our marketing logo might look similar to that where we link the City? Secretary Londeen said he looked at the signs again and it looked like they were fine. It does not look like our new marketing logo is going to clash with the signs. President Angelo said they could always go back and revisit that once they get to the company. Rather than postpone this, he does not think it is that big a deal. The main thing is just to get going. He thinks maybe within the next week or two. Secretary Londeen said soon enough so they can bring it back to the next meeting and they can vote on which plan to choose. President Angelo asked who wants to be on the committee to go through the signs? Code Enforcement Officer and Planning/Zoning Administrator Tilley said we want to make sure we do not get in trouble with a quorum. City Attorney Villarreal said a quorum would be four people. If it is three of you unless the bylaws say different, it would be four.

Motion: Secretary Londeen made a motion to form a committee on developing a plan for the wayfinding and signage that includes President Angelo, Board Member Nelson, and Secretary Londeen. Board Member Nelson seconded the motion. Motion carried with all present voting in favor.

7. Discussion and update on the McCown Street Project.

City Engineer Zachary Timms stated he would present a couple of updates for the downtown streetscape project. On page 211 there is a memo from WGA outlining the summary of the project. Essentially in early January they received updates from Ardurra who was commissioned by MEDC to update the downtown streetscape which includes McCown. What they have been told by former staff is to hold off. During staff turnover earlier this year and now through today, they have been having preliminary updates periodically dating back as far as January 29th when they had a joint workshop with Ardurra their consultant, MEDC, Council, and Planning and Zoning. The project is three phased so the Ardurra side is covering the surface improvements which is all of the pavement and streetscaping above ground. That includes your decks, plazas, etc. They have updated their design which can be found on pages 213 and 214 of your packet. What they have proposed is a one-way northbound from Caroline up all along McCown, all the way through College Street, and then from around the steakhouse would be one-way going south to allow for parking and foot traffic in that plaza. What has happened since then regarding this layout is on January 30th there was a downtown meeting with all of the downtown business

owners, Mayor Countryman, and the steakhouse owner which brought them up to speed on where they stood within the scope of this project. They were amenable to discussions about turning some of their parking lot into a driveway to access Maiden Street to the east. Where that stands now is City Engineer Roznovsky and Code Enforcement Officer and Planning/Zoning Administrator Tilley are having conversations about getting access to that parking lot. We would not be requiring any right-of-way. It would be a driveway access easement allowing traffic from Caroline through McCown to Maiden. That is the surface improvements part of the project. Where WGA comes in is the linear utilities associated with those improvements. They were authorized to begin design on the downtown waterline replacement that replaces the waterline along Caroline, McCown, and all of your downtown area, replacing various six- and four-inch lines with eight inch lines just to upsize and provide additional flow within the area. They have since reduced their scope to match what is currently being proposed with the downtown streetscape. There is no sense in tearing up what they need to. They are revising or splitting out their current scope to be phased out. The current phase, what they have now matches what Ardurra is proposing. They will then come back at a later date to finish off the rest of the project. Their current scope for waterline replacement is only through McCown. They would come back for the Caroline waterline replacement. Additionally, with that they have some storm sewer replacement that goes along with the downtown streetscape. Again, that scope is also mirroring what is being proposed by Ardurra so it would only be for McCown Street. What they are going through next are conversations with the private property owner to make sure they are amenable to allowing the City to access their parking lot and propose that access drive through their parking lot. From there, they will revise the scope along with Ardurra to make sure they are encompassing the proposed improvements to said layout because currently there are none as you can see in the packet. From there they would revise the layout, identify scope and cost for the project, and then the timeline for construction and bidding. Right now with your current scope, the project is outlined to be around \$1.9 million and that is only for the McCown Street improvements. Nothing along Maiden, and nothing for the drive aisles.

Secretary Londeen said the driveway through the steakhouse is a point of confusion. If you remember there is the pedestrian piece in the middle with the star in the raised brick area. Originally that was supposed to be closed off either permanently or temporarily by Ardurra. You could potentially put removable bollards there and pedestrians could use it and you block off vehicular traffic. He does not think they could do that without this driveway. He could be wrong, but if it is one-way, that lane always has to be open even without removable bollards. If we have the turn lane through the steakhouse you then have the option to close that down whenever you want for pedestrian activity. City Engineer Timms said how they have it proposed now is that it is through traffic through Maiden Street. Secretary Londeen said on the right side of the thing, he was talking to Ardurra and it was not very clear of if they did close down the pedestrian with removable bollards then the north side of that pedestrian walkway area would have to be two-way. That is what they originally had was two-way. They were expressing doubts that that was even possible now and he does not remember why. That was all contingent on the driveway. They had to change plans a couple of times because with him not allowing them access with this driveway, they had to make a continuous one lane through and that is what is here. He does not know if they need to go back to Ardurra and ask them on the north side of this pedestrian area can they do two-way parking there again or not? City Engineer Timms said they have been in communication with Ardurra and to his understanding what is north of the pedestrian plaza is currently with no access through the steakhouse two-way. You would

allow for northbound traffic from Caroline to College and then from College to the plaza for that staggard parking. Secretary Londeen said it looks like head on parking at one-way angled parking, but he could be seeing it wrong. City Engineer Timms said he would have to confirm with Ardurra their intent, but either way as to your point with the conversations with the steakhouse being back open, he believes they would have to revise their layout regardless of whether or not it was one-way through or two ways south and north. Secretary Londeen said he would like them to confirm they can have the option to close down that pedestrian area with removable ballards and that it would be a two-way street on the north side of the pedestrian area. Maybe it was not a big deal to close down the pedestrian thing. That was just something they had to pivot on and deviate from the plan that they approved was before that area was assumed to be closed down and parking would be on the north and south side with the drive through the steakhouse. We had to pivot because we did not get that access. We could just leave it completely open to through traffic with one-way through traffic. We had to make a decision because of that driveway and so we may not even need that driveway if we just want to keep it as it is now, one-way through all the way through. President Angelo asked why did they need the driveway to begin with? Secretary Londeen said because the original plan had the pedestrian area as potentially blocked off. President Angelo asked why would you need to block it off? Secretary Londeen said because that was the original design so you could bring out tables, put booths out there, or just make it a walkable area for foot traffic. President Angelo said if we do not do that, potentially we would not need the steakhouse permission. Secretary Londeen said the current plan is one-way through. President Angelo asked which is fine, right? Secretary Londeen said some of the property owners on the north side they previously had two-way traffic there. Now it is all the way through so you cannot come from College down that street. President Angelo said unless you go around Caroline and come back from that way. Board Member Nelson said he thinks people get accustomed to that. Secretary Londeen said they had asked Mr. McCorquodale to talk to the steakhouse owner because we had this original plan that they put together. President Angelo said he is open to doing that right? Secretary Londeen said that is why he is saying let us just go back to the original way we made this decision and do we need a pivot or do we just want to stick to what we have? President Angelo asked if there is any downside to keeping it one-way and allowing it to be a pedestrian area? City Engineer Timms said if the intent to the downtown improvements project was to add additional foot traffic, then having that one-way could potentially derail that intent. But again, you have the scope for one-way and then we are working on the scope for traffic via the driveway to Maiden, so either way you have two options that you can move forward on. It will just have to have that conversation with the private property owner. President Angelo said the private property owner seems to be amenable to it, so should we stick with the plan or do you think we should keep it? Code Enforcement Officer and Planning/Zoning Administrator Tilley said she does not know if the private property owners on the side where the raised platform, the walkways have even approved having those raised platforms on their property. Secretary Londeen said there are a lot of conversations that we have because we are doing improvements on private property all over the place. City Engineer Timms said to that point, essentially what they are lining out here today in this memo is the overall scope. There are still conversations that need to be had with the private property owners as far as all of the improvements go just because so much time has elapsed since the initial conversations took place. It is their intention to have those conversations with those private property owners. The first step would be identifying the most attractive layout and then from that step with either layout you would have those improvements to the private site with the raised elevation deck. President Angelo said they probably need to get moving along on that anyway. He thinks the layout

is fine the way it is now with or without the driveway. Secretary Londeen said the original plan was through Maiden going north was one-way and then that would loop out along the steakhouse to let people egress out so you can get emergency vehicles in and out of that area. On the other side it was two-way parking on both sides so people could come from College in and out on the north side. That gave you the flexibility of closing off the area there. His understanding is they cannot knock that out. It always has to be permanent so that emergency vehicles can get through. We would have lost that flexibility, but he does not know how important that is and what they would use that space for. President Angelo asked why spend the extra money if we can get what we want without doing that and potentially disrupt a business? Secretary Londeen said just keeping the one-way through street and not dealing with the steakhouse. It is one less property owner to deal with and less expense. They would not be doing any parking or improvements on his property. Vice President Easley asked what is the overall cost of the project? City Engineer Timms said as it is currently scoped out with no access drive via the steakhouse it is a total of \$1.9 million and that includes all of your surface improvements, waterline, and storm improvements. Vice President Easley asked if the current lines there now have been replaced? City Engineer Timms said yes. What they would be doing is making sure that when they are bidding this project out that all of those not concurrently happen, but happen in a sequence that does not impact the other. There would be no point in doing the streetscape improvement and then going back and ripping up pavement to do your water lines and storm sewer. They would do the utilities first and then the pavement. Secretary Londeen said he would keep the current design. The one-way is actually nice and it is less confusing. The pedestrian area is actually raised elevated and colored in a way that would make you think maybe I do not want to drive there. President Angelo said if down the road they want to put removable ballards for special events they can. Secretary Londeen said but we cannot. We would have to close down the whole street. President Angelo said he understands. One way or another you have to close out. Secretary Londeen said they do that anyway. They would just close down from College. President Angelo said it makes sense. Vice President Easley said since we have a layout now let us just move forward with that. President Angelo said to start talking with the property owners to determine if they are going to get any push back. Secretary Londeen said there might be push back on the one-way. President Angelo said this has been in the public view for quite some time now and he is sure they know about it. They probably would have heard from them by now if they were upset, right? Treasurer Langley said no. They want to have a meeting. President Angelo asked if they can start that process and who does that? President Angelo asked City Secretary Beaven if there is anything they need to do other than this discussion and say they are ready to move forward? City Secretary Beaven said this was just a discussion and update on the current status. Secretary Londeen said it sounds like without voting they are all going with the current one-way through street design and getting preliminary feedback from property owners on if they are okay with that layout. City Engineer Timms said that is what he is taking away from this. Secretary Londeen said we do not need to coordinate with the steakhouse property owner at this point. We can put that on hold. Chief Solomon said they will still talk about that just in case things change. City Engineer Roznovsky and Code Enforcement Officer and Planning/Zoning Administrator Tilley will be talking with all those business owners just to make sure everyone is on board so if something starts happening no one can say no one told them. Code Enforcement Officer and Planning/Zoning Administrator Tilley said she does not know if at some point is this part of CIP funds and does it have to go to City Council in order to move forward? Secretary Londeen said they already have a contract with Ardurra to complete the drawings so we should not need to do anything. President Angelo said she is referring to the funds to build

it. Secretary Londeen said yes, we will need to pay for that and it will have to go through the whole process. President Angelo said we are all on the same page so we can move forward. Maybe by the next Council meeting we can see if there is any push back.

8. Discussion of the initial preliminary proposed interim ordinances submitted by Kending Keast Collaborative.

City Engineer Timms said they reviewed the draft Unified Development Ordinance (UDO) from Kendig Keast and provided comments last week and they provided us with an update yesterday. Some of their comments were regarding the street classifications. They were proposing that we redefine some of our streets from major to artillery or etc. Along with the updates of the ordinances, they revised the design manual. We have not had a chance to review those because they came in today, but we are moving forward and working with them to make sure they are cross referencing all the appropriate reference material.

President Angelo asked if Council has approved these ordinances yet or are we still in the process? Treasurer Langley said no. Planning and Zoning will review them and then Council. City Attorney Villarreal said chapter 78 will be approved on February 25th. Chapter 98 will be approved at a later date and we need the calendar because that has to be published, have public hearings, different notice requirements, and go to Planning and Zoning. Chapter 78 does not have to go to Planning and Zoning. He does not know how much the final project will change from the interim and there may not be much to change, but he believes Council wanted to put something in place now. President Angelo said just to prevent crazy things from happening in the future with respect to development. City Attorney Villarreal said correct.

9. Consideration and possible action on the Regular Meeting Minutes of January 29, 2025.

Motion: Vice President Easley made a motion to accept the regular meeting minutes of January 29, 2025. Secretary Londeen seconded the motion. Motion carried with all present voting in favor.

ECONOMIC DEVELOPMENT REPORTS

10. Finance Department Report.

Finance Director Carl said at the last meeting you asked what the fund balance was. You are looking at the \$4 million mark, but that would bring you to nothing, so just keep that in mind. As far as the rest of the finance report, everything is moving along. For the sales tax it will be next month when we will see the split off between CCPD and MEDC. President Angelo asked if they have seen any benefits from the new businesses that have come in? Finance Director Carl said they are in line with what our projections were.

EXECUTIVE SESSION

11. Closed Session

Montgomery Economic Development Corporation will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Section 551.072 Deliberations about Real Property for potential land purchase.

At 7:20 p.m. President Angelo convened the MEDC into a closed session pursuant to provision of Chapter 551 of the Texas Government Code, in accordance with the authority contained in Sections 551.07 Deliberations about Real Property for potential land purchase.

12. Open Session

Montgomery Economic Development Corporation will reconvene in Open Session at which time action the matter(s) discussed in Closed Session may be considered.

- A. Section 551.072 Deliberations about Real Property for potential land purchase.

At 7:40 p.m. President Angelo reconvened the MEDC into an open session pursuant to Chapter 551 of the Texas Government Code to take any action necessary related to the executive session noted herein, or regular agenda items, noted above, and/or related items.

Motion: Secretary Londeen made a motion to authorize the Interim City Administrator to send letter of intent to acquire land. Board Member Nelson seconded the motion. Motion carried with all present voting in favor.

CLOSING AGENDA

13. Items to consider for placement on future agendas.

No items to consider for placement on future agendas.

14. Adjourn.

Motion: Treasurer Langley made a motion to adjourn the Regular Meeting of Montgomery Economic Development Corporation at 7:40 p.m. Secretary Londeen seconded the motion. Motion carried with all present voting in favor.

APPROVED:

Jeff Angelo, President

ATTEST:

Ryan Londeen, Secretary