

**Notice of MEDC Regular Meeting
Montgomery Economic Development Corporation (MEDC)
AGENDA**

November 20, 2023 at 6:00 PM

NOTICE TO THE PUBLIC IS HEREBY GIVEN the Board of Directors will conduct its MEDC Regular Meeting scheduled for **6:00 PM on Monday, November 20, 2023**, at the City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas.

Members of the public may view the meeting live on the City's website www.montgomerytexas.gov under Agenda/Minutes and then select **Live Stream Page (located at the top of the page)**. The Meeting Agenda Pack will be posted online at www.montgomerytexas.gov. The meeting will be recorded and uploaded to the City's website.

CALL TO ORDER

OPEN PUBLIC COMMENT

CONSIDERATION AND POSSIBLE ACTION:

1. Status of Regular Meeting Minutes of October 23, 2023.
2. Consideration and possible action on selection of a design scheme for the Wayfinding signage project.
3. Discussion of downtown Trick or Treat Event.

BOARD INQUIRY

ADJOURNMENT

/s/Dave McCorquodale

Dave McCorquodale, Assistant City Administrator for
Jeff Angelo, President of MEDC

I certify that the attached notice of meeting was posted on the bulletin board at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, on November 15, 2023 at 3:30 p.m.

This facility is wheelchair accessible and accessible parking spaces are available. Please contact the City Secretary's office at 936-597-6434 for further information or for special accommodations.

Montgomery MEDC
AGENDA REPORT

Meeting Date: November 20, 2023	Budgeted Amount: N/A
Department: N/A	Prepared By: DMc

Subject

Status of Regular Meeting Minutes of October 23, 2023.

Recommendation

No formal action needed.

Discussion

Technical issues resulted in no audio recording of last month's meeting. During this week's agenda prep, I learned that staff took no notes and there are no minutes available for meeting. The most readily available option is to develop action-only minutes based on a consensus of who made motions and seconded motions and any split votes. While a poor substitute when there's no recording to supplement, it does ensure we're following local and state requirements.

On behalf of your city staff, I apologize. The lack of ability to produce meeting minutes is an embarrassment to the professionalism and competency of city staff and is below any measure of acceptable standards. I set my own personal expectations high and I have those same expectations for this organization.

Last summer while serving as Interim City Administrator, I suggested to the Board that having city staff keep meeting minutes relieves the Board Secretary of a significant amount of extra work that other Directors don't have. Having served for years on P&Z and MEDC before we used audio recordings and digital packets, I know firsthand the extra work the recording secretary does to keep minutes. It's at least a couple evenings' work outside of the meetings and prevents engagement during meeting discussions (because you're always writing down the last thing that was said instead of providing input and consideration on the agenda items). I'm close to reaching the conclusion that the offer was a mistake.

If the Board of Directors reaches a point where you lose confidence in city staff's ability to keep accurate and timely minutes of meetings, we can discuss options that include a Director taking back over the responsibility of keeping minutes (and adjusting the annual budget as appropriate) or a 3rd-party contractor to keep minutes. There may be other options that provide a satisfactory outcome. While I've never dealt with such a service provider, my initial concern is that this would be cost prohibitive and should be carefully considered as the best use of tax dollars. In conclusion, I'll again apologize for the minutes not being available and will be glad to discuss further at the meeting.

Approved By

Assistant City Administrator	Dave McCorquodale	Date: 11/14/2023

Montgomery MEDC
AGENDA REPORT

Meeting Date: November 20, 2023	Budgeted Amount: N/A
Department: N/A	Prepared By: DMc

Subject

Consideration and possible action on selection of a design scheme for the Wayfinding signage project

Recommendation

Consider the designs and choose one to move forward with.

Discussion

As you may recall, Merje Design, the consultant selected by the MEDC for the wayfinding signage project, presented a range of design options during a joint workshop between the MEDC and City Council. Feedback was provided to Glen Swantak on options the group didn't want (silver poles) and options the group did want (black poles, Texas flag colors, star emblem). He and his staff have provided the MEDC with two options that incorporate that feedback.

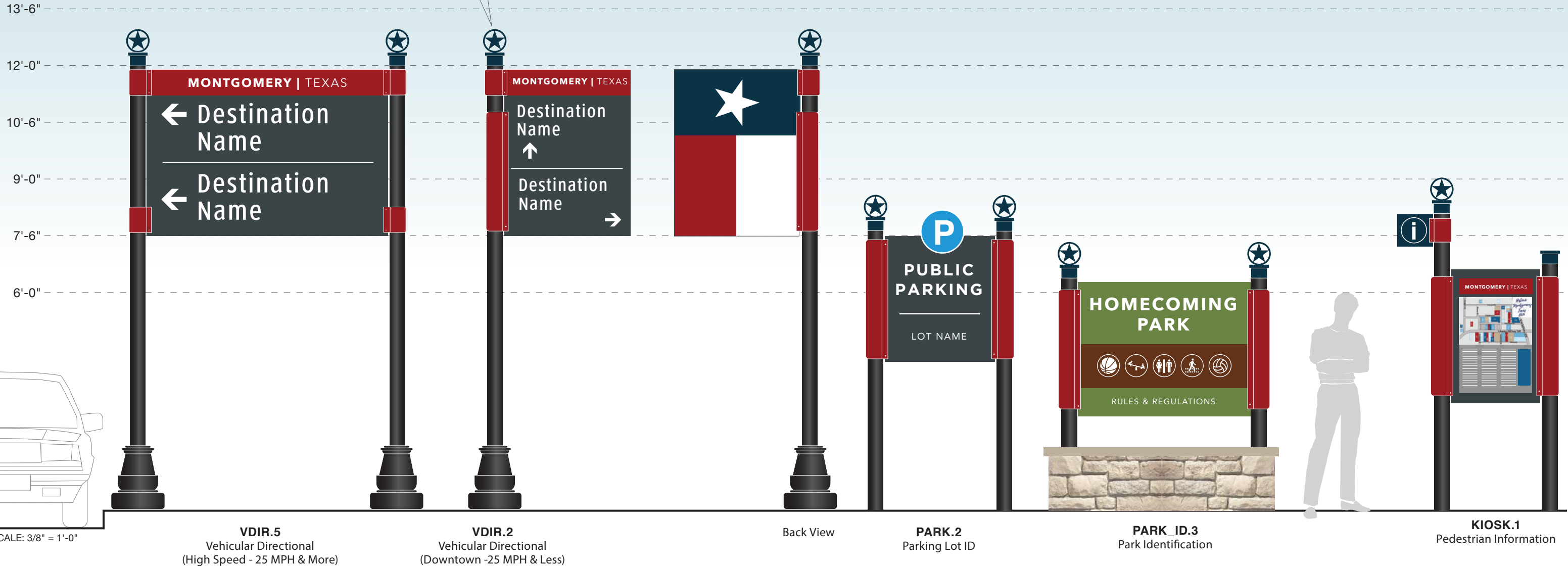
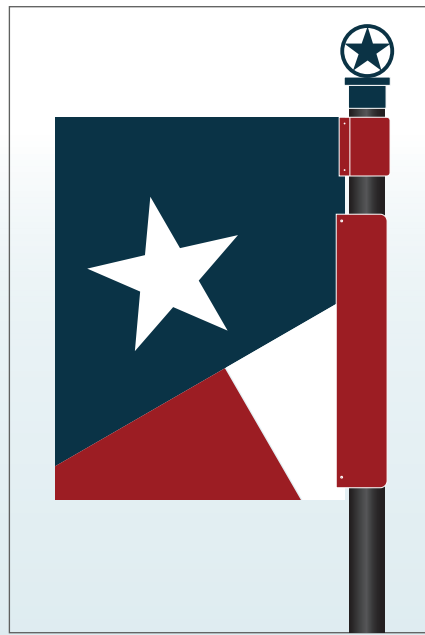
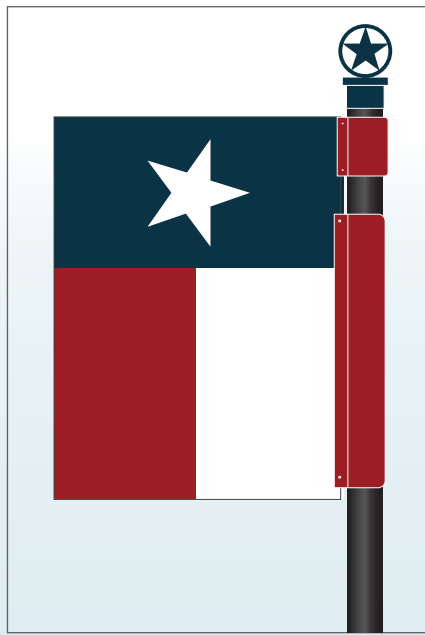
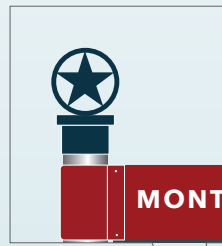
Mr. Swantak and his team need a decision on the final design before moving forward with the next phase of the project. Consider the options, discuss at the meeting, and either select one of the designs as-is or with modifications as you see fit.

To help aid in your review, the decision tree looks like:

1. Overall Sign Design Scheme: select option 4A or 4B
2. Gateway Sign: Option 1A, 1B or Option 2.

Approved By

Assistant City Administrator	Dave McCorquodale	Date: 11/14/2023





VDIR.5
Vehicular Directional
(High Speed - 25 MPH & More)



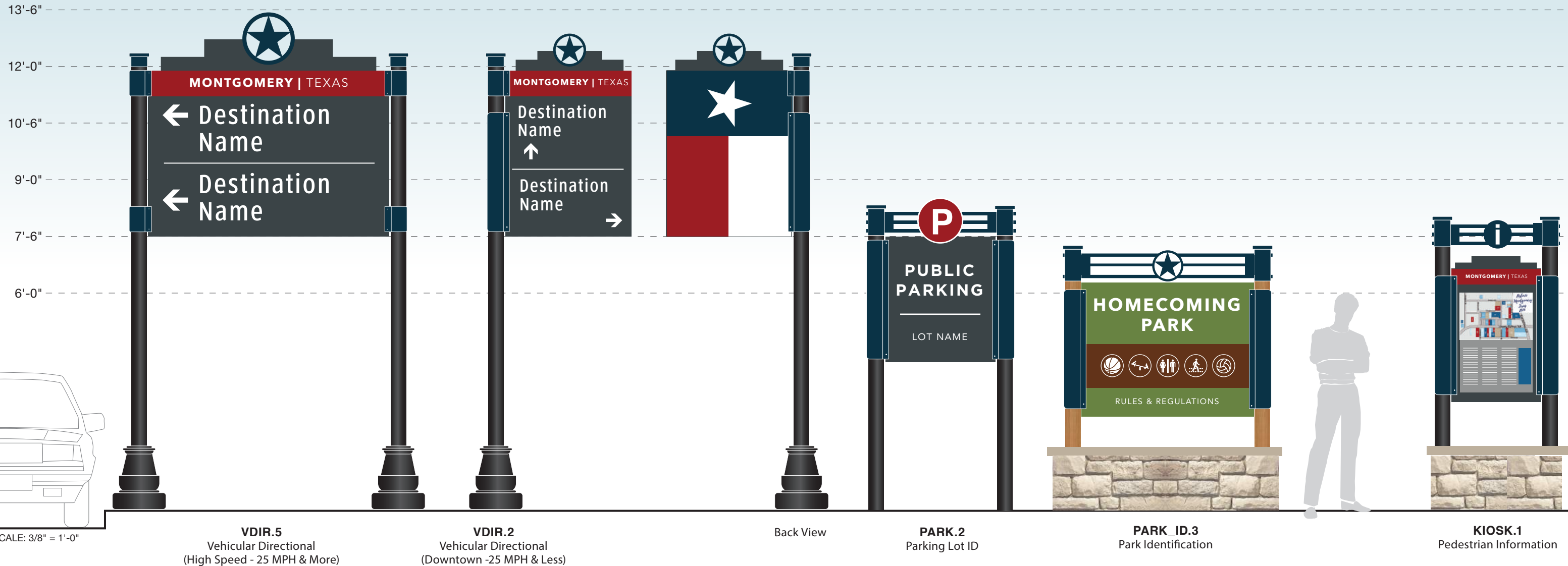
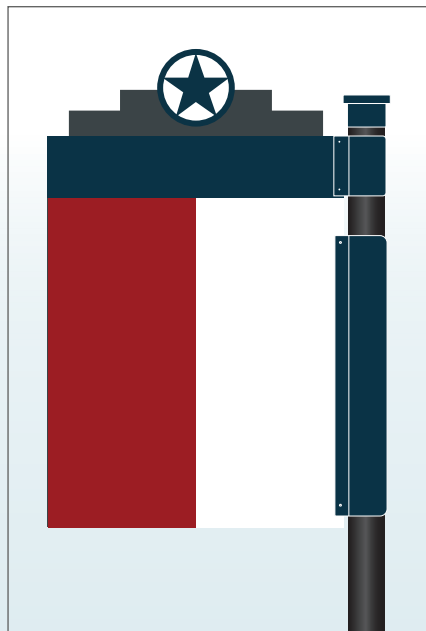
VDIR.2
Vehicular Directional
(Downtown -25 MPH & Less)



KIOSK.1
Pedestrian Information



PARK.2
Parking Lot ID





VDIR.5
Vehicular Directional
(High Speed - 25 MPH & More)



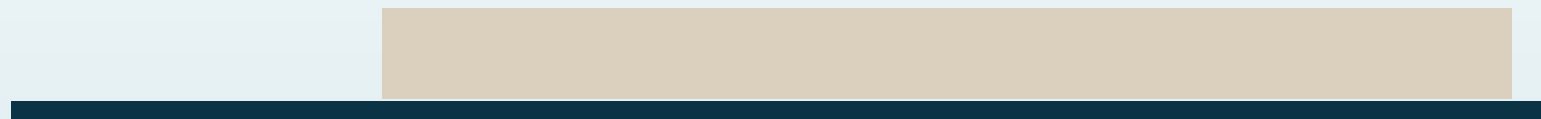
VDIR.2
Vehicular Directional
(Downtown -25 MPH & Less)



KIOSK.1
Pedestrian Information



PARK.2
Parking Lot ID



Top View

13'-6"

12'-0"

10'-6"

Panel with Vinyl Cut letters or Dimensional Letters

9'-0"

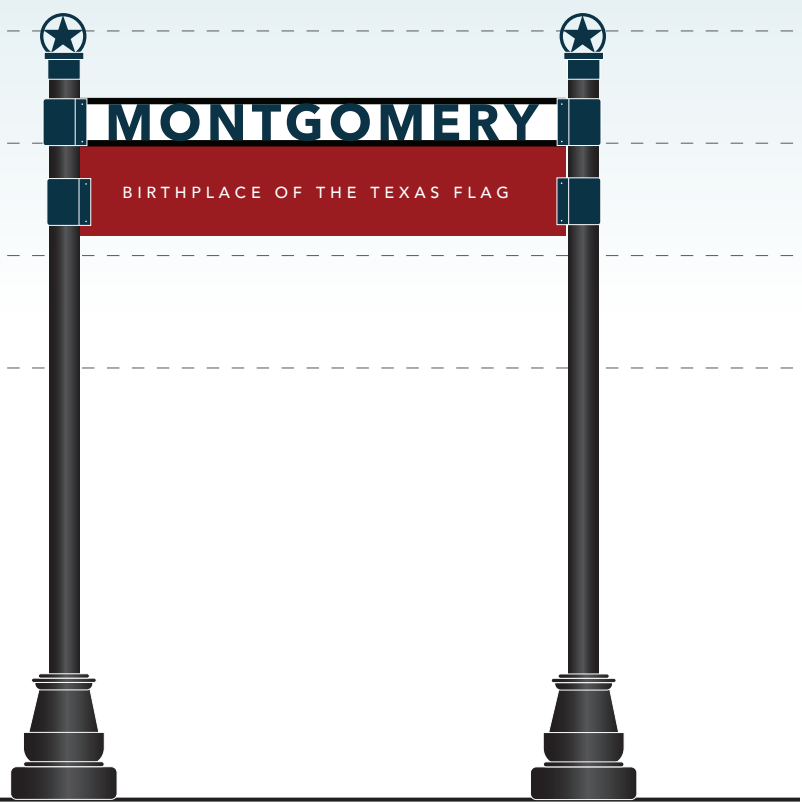
7'-6"

6'-0"

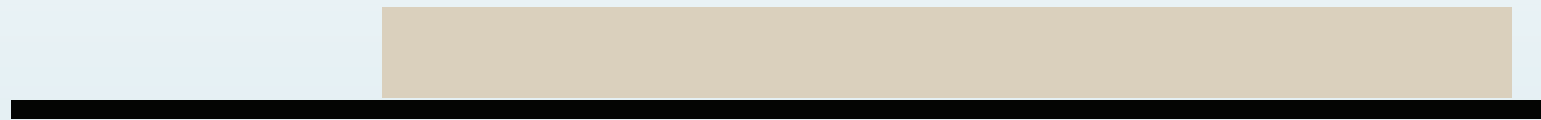


SCALE: 3/8" = 1'-0"

GATE.1
Large Gateway



GATE.2
Small Gateway



Top View

13'-6"

12'-0"

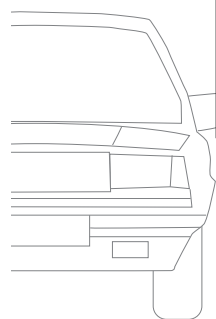
10'-6"

Dimensional Letters

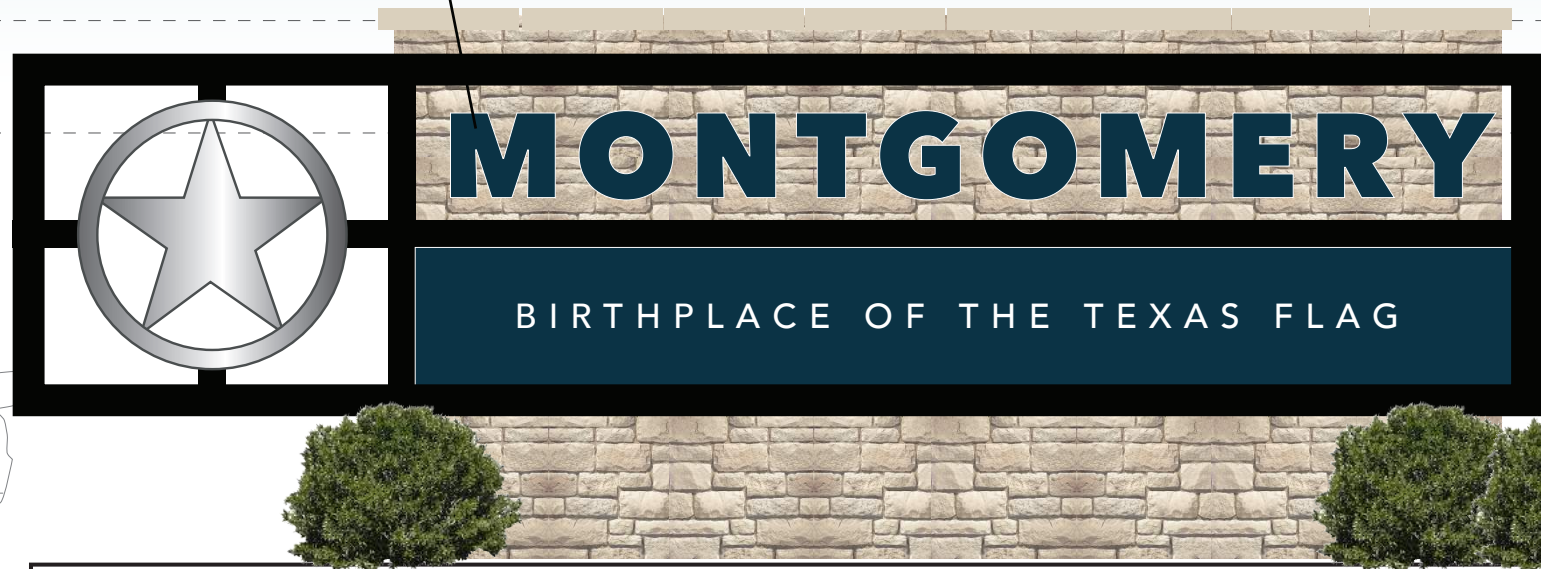
9'-0"

7'-6"

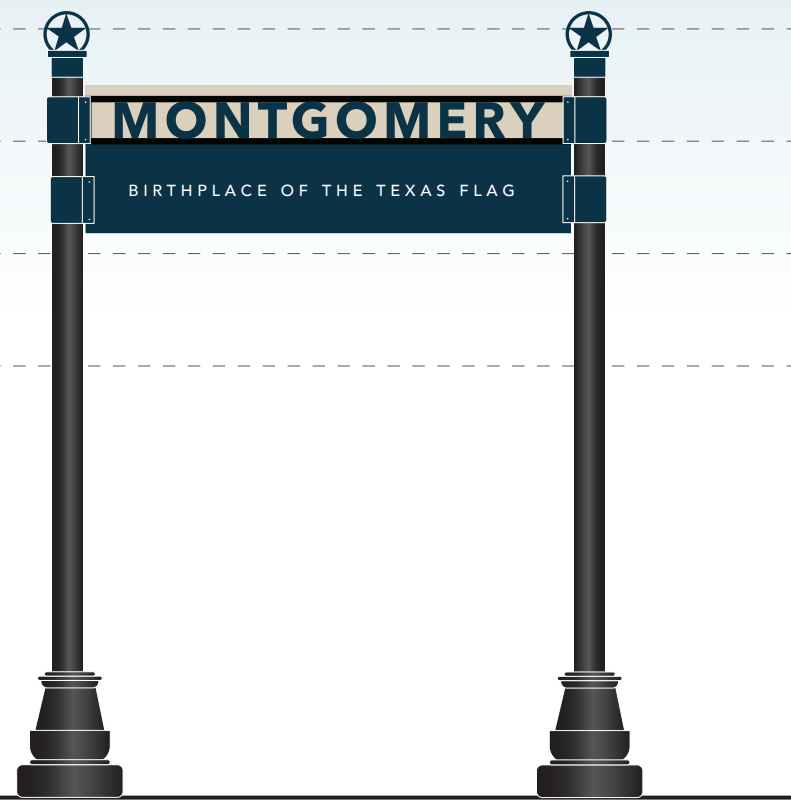
6'-0"



SCALE: 3/8" = 1'-0"



GATE.1
Large Gateway



GATE.2
Small Gateway

OPTION 1A



GATE.1
Primary Gateway



GATE.2
Secondary Gateway

Item 2.

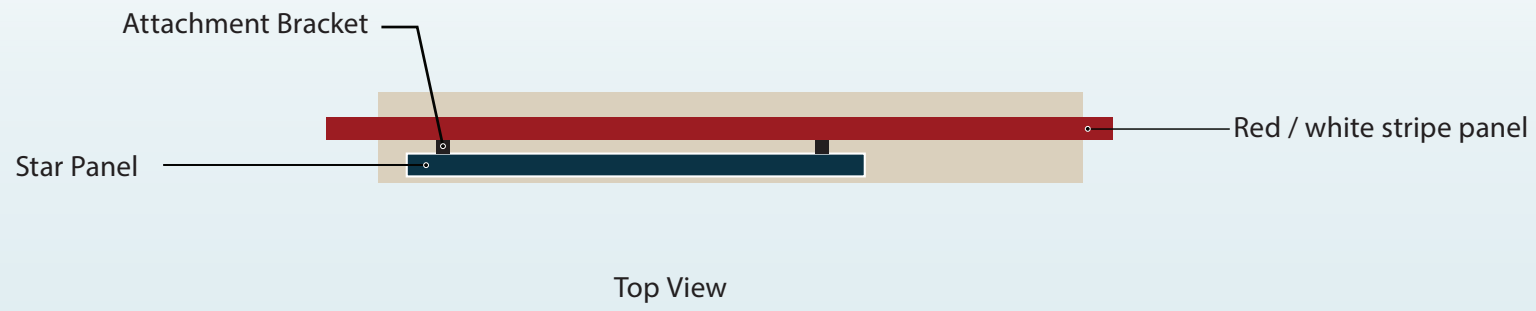
OPTION 1B



GATE.1
Primary Gateway



GATE.2
Secondary Gateway



13'-6"

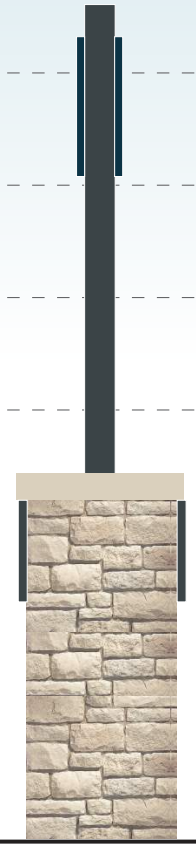
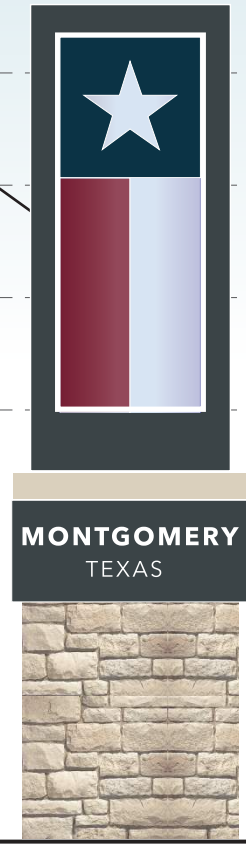
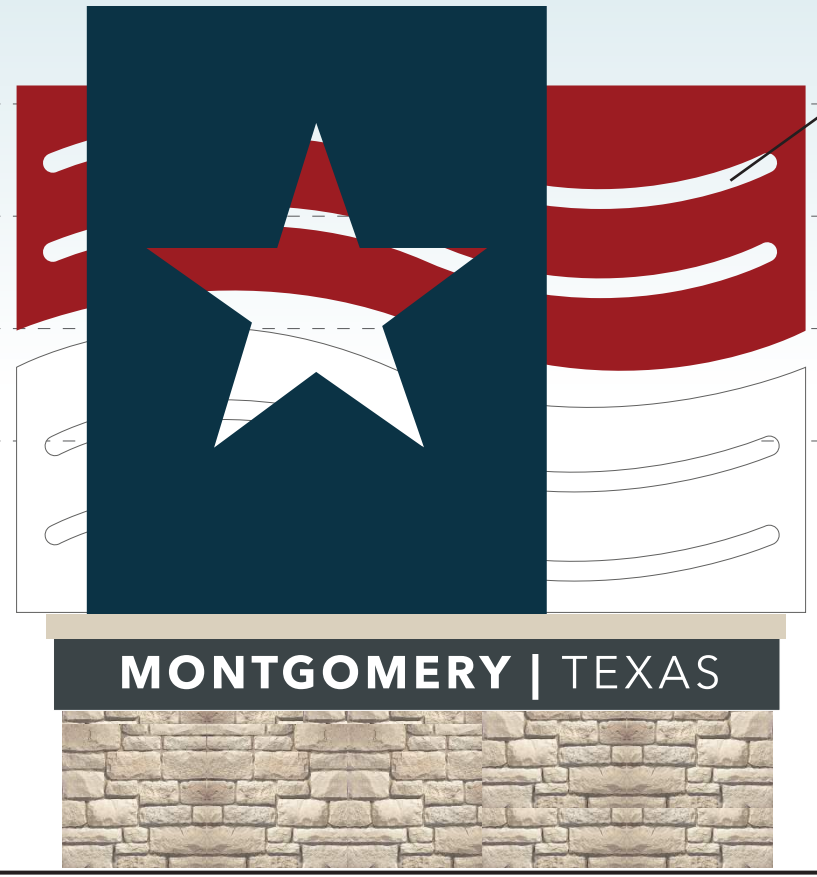
12'-0"

10'-6"

9'-0"

7'-6"

6'-0"



SCALE: 3/8" = 1'-0"

GATE.1
Large Gateway

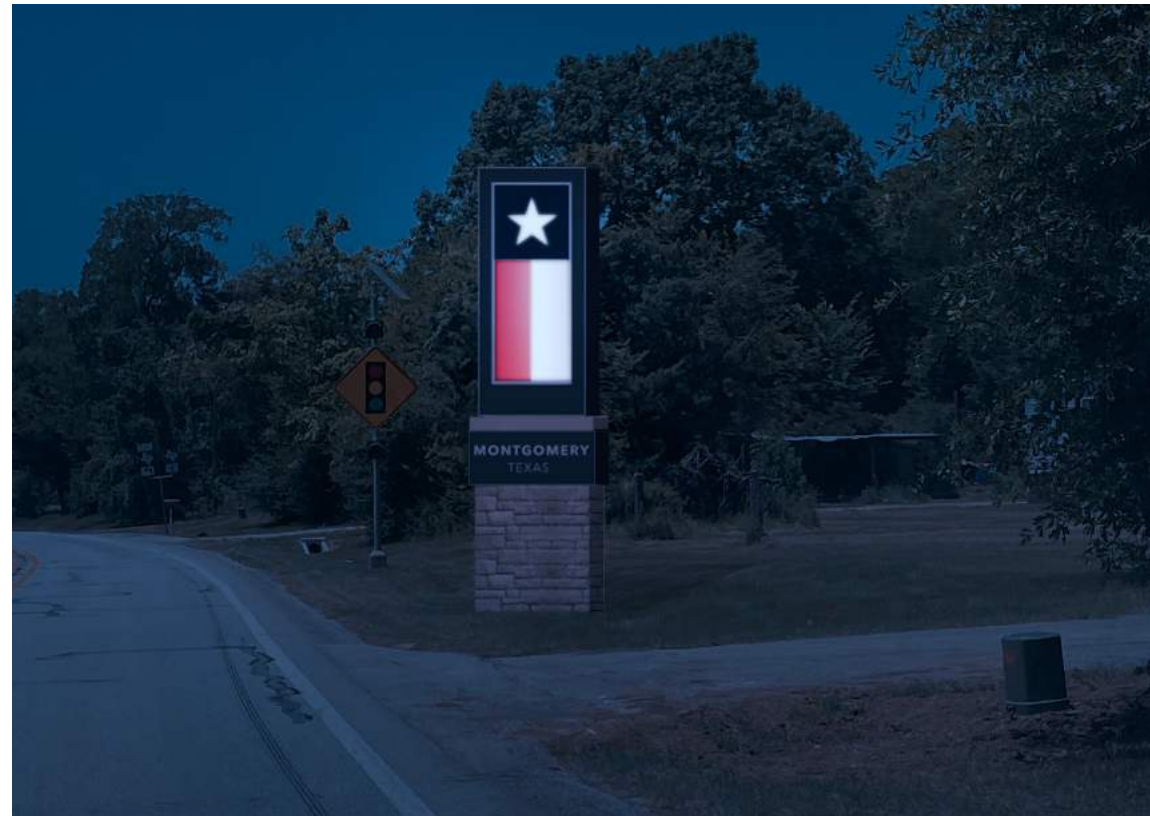
GATE.2
Small Gateway



GATE.1
Primary Gateway



GATE.1
Primary Gateway



GATE.2
Secondary Gateway



GATE.2
Secondary Gateway

Montgomery MEDC
AGENDA REPORT

Meeting Date: November 20, 2023	Budgeted Amount: \$0 / \$19,000 available
Department: N/A	Prepared By: DMc

Subject

Discussion of downtown Trick or Treat Event.

Recommendation

Discuss as you see fit.

Discussion

Board member and President Jeff Angelo asked for this item to be placed on the agenda. Staff will provide results of a post-event online survey at the meeting to add to the discussion.

Approved By

Assistant City Administrator	Dave McCorquodale	Date: 11/14/2023