

Minutes of EDC Regular Meeting  
May 8th 2018 @ 7pm  
931 Cedar Road, Clear Lake Shores, Texas 77565  
Clubhouse

**1. Call to Order**

R Richards called meeting to order 7:00 PM

**2. Opening comments**

None

**3. Mayors Citys Update:** Old Opus building has been rented will try to open by the end of June. Sales tax revenue is back down to budget level. We are approximately \$13K ahead of budget on taxes. The roll off trash containers will be dropped off Wednesday 16<sup>th</sup> for the Island wide garage sale.

**3. Unscheduled Visitors – Craig Ward**

**4. Director Comments:**

Charles S- need to sit down and discuss direction of EDC and how to move the needle on sales tax revenue to the city. The city currently recognizes tax generation based on \$100mm sales annually. The proposed parking lot investment is a nominal return for the investment proposed and we should be thinking on a broader scale. We should do a better job in reaching out to our local businesses and investigate possible advertising assistance in lieu of messing around with building improvements that owners should be responsible for. We need to think about implementing a strategically long-term plan with current businesses and attracting new businesses.

RR referred CS to see item #8 on the agenda which addresses hiring Rathburn Planning & Consulting as a consultant to assist EDC on initiatives.

MMcnamara - City administrator search is moving ahead, had a workshop with Ron Cox to assist with description of qualifications which will be submitted to the city for approval at the next CCM. Once approved he will start advertising the position the position will also include working with the EDC.

MPons – Sixth or seventh time sidewalks have been brought up and I will effectively give up if not able to move forward.

**Consent Agenda** - RRichards Motion to approve the Consent Agenda by Charles Scoville Second MMcNamara, Passes Unanimously.

RRichards – Elects to move item #7 up to discuss

**#7. Cobb Fendley Engineering Services proposal Clear Lake Rd & Public Parking Lot at the corner of Clear Lake Rd & FM 20194** – Reviewed (2) options for proposed parking lot they are requesting notice to proceed with design which include (2) options for surface material which can be determined at a later

date. Proposal also includes TxDot driveway permit, grading & drainage plan, Underground Utilities Plan, Paving Plan with markings, SWPPP & Specifications. Cobb Fendley will assist CLS EDC with Public Bid process and prepare & review contract documents. Cobb Fendley will supply CA services as well as additional services i.e. Geotech & Electrical Engineering.

MMcnamara – motion to approve Cobb Fendly proposal, 2<sup>nd</sup> by Mike Pons

RRichards – Passes (5) votes for and (2) opposed

#### **6. H-GAC Transportation Improvement Program Shared Cost Funding**

RRichards proposed Resolution of Support and Funding Commitment for Clear Lake Road Bridge Replacement Project in the amount not to exceed \$500K or 20% of total cost. Approval of resolution is Non-Binding.

RRichards – Motions to approve, Mike Pons seconds

Motion approved unanimously

#### **8. CB Rathburn Professional Services Consulting Agreement.**

CB Bix Rathburn presented clarification of proposal to EDC Board and how his services can provide valuable resources identifying viable projects with high level of sales tax revenues. Provide collaboration between all stake holders mapping out plan and provide support to EDC in development efforts. Additional services agreement would be optional.

RRichards proposes motion to approve in the amount of \$9,375.00

Motion to approve CScoville, second by DMilbauer

Passes Unanimously

#### **9. Okies Project Update**

MMcnamara EDC & City Council approved \$76,600 change orders have brought the revised cost to \$79,940 which is \$3,340 over original budget. Most of the work complete and should finish up end of May.

#### **10. Façade Improvement Grant Program**

RRichards outlines highlighted amendments that should be considered to include into current program.

RRichards motions to accept changes,

Voted (3) to accept, Voted (4) Opposed - Motion Fails

CScoville - Motion to Terminate the Façade Improvement Program, Second by DMilbauer

Voted (4) to approve, voted (3) oppose

Motion Passes

**11. Sidewalks ADA Improvements along FM 2094**

MPons – motion to discuss and approve \$20k to fund installation of ADA sidewalks

RRichards – Seconded

RRichards- Motion to approve improvements when the project can be managed by the new City Administrator

MMcNamara – stated that any amount over \$10K will need approval of City Council

CScoville – Seconded

Motion Passes Unanimously

**Motion to adjourn** RRichards, 8:17pm

Date approved: 6/12/2018

  
Ronnie Richards, President

Attest:

  
Donald Milbauer, Secretary

