Municipal Development District Board Meeting Minutes

Aubrey Municipal Development Building
205 S. Main St.
Aubrey, TX 76227
July 9, 2024
6:00 PM

Call to Order - Determine if a Quorum is Present:

President Drew called the meeting to order at 6:02 pm and took roll.

The following members were Present:

President - Holly Drew (Place 6)
Secretary - Mike Browning (Place 5)
Director Place 1 - Viki Dunn
Director Place 2 - Jesse Auer
Director Place 7 - Tim Heitman
Vice President Erin Bogar (Place 3)

Others Present:

Christine Gossett, Executive Director
Charles Kreidler, City Manager
Alicia Kreh, Attorney/TOASE (via Zoom)
Jason Claunch and Chris Branham with Catalyst Group (via Zoom)

Absent: Director Place 4 - Mark Arbenowske

Invocation & Pledge of Allegiance:

Secretary Browning led the Pledge and Invocation

Community Announcements: Items of community interest may include recognizing Citizens and Staff for outstanding contributions to the community, a reminder about an upcoming event that is organized or sponsored by the governing body, and announcements of an imminent threat to public safety that has arisen after the posting of this agenda.

Secretary Browning announced that the Chamber mixer was coming up Thursday, July 11th at the Brass Tap at 5 to 7 pm and the Chamber Luncheon was July 17th at 11:30 am.

Citizen Input: N/A

Consent Items:

1. Approve minutes of the June 11, 2024 meeting.

2. Approve May 2024 Financial Report.

Director Auer asked for clarification on a revenue item in the Financial Report under the Property Purchase and asked the Executive Director to follow up for clarification with the Finance Director.

Director Dunn motioned to approve the Consent Agenda with a note that the board will get the answer to the question on the Income line.

Director Auer seconded the motion. All in Favor. Motion carried 6 to 0.

New Business:

1. Presentation on the Strategic Plan process and updates from Jason Claunch and Chris Branham with the Catalyst Group.

   The Catalyst Group presented the findings from the Strategic Plan and will come back to the August meeting with another presentation and update.

2. Consider and take action on approving the MDD Executive Director to enter into a professional services agreement with Westwood Consulting for a Downtown Farmers Market concept and construction plan in the amount not to exceed $25,000.

   Secretary Browning motioned to approve the MDD Director to enter a professional services agreement with Westwood Consulting for a farmer's market concept and construction plan in an amount not to exceed $25,000.

   Vice President Bogar seconded the motion. 5 were in Favor. 1 was Opposed. Motion passed 5 to 1.

3. Update from Construction and Building Sub-Committee.

   Secretary Browning reported that the sub-committee is planning a meeting soon and will report back at the next meeting.

4. Consider and Approve Mural Sub-Committee recommendation for MDD Building Mural

The Sub-Committee presented the final recommendation and runner-up for the mural project. The board discussed the artwork and costs provided.

Vice President Bogar motioned to authorize the executive director to enter a professional services agreement with Odessa Helm in an amount not to exceed $18,000 for a mural on the MDD Building.

Secretary Browning seconded the motion. All in Favor. The motion carried 6 to 0.

5. Discuss Goals and Objectives for the Executive Director and any new goals or objectives for the overall AMDD work plan and program.

   Board discussion. No action taken.

Staff Report:

Executive Director presented the June Staff Report and discussed Placer AI and ZacTax Reports with the board. No action taken.

Future Agenda Requests:

Future Agenda Items requested: Construction Sub-Committee; Mural Agreement; Lease; Sign Policy; Marketing Policy; Goals Discussion

*****EXECUTIVE SESSION*****

Motion to Recess into Executive Session.

Director Auer motioned to close the Open Session and go into Executive Session at 8:21 p.m. Director Dunn seconded the motion. All in Favor. Motion carried 6 to 0.

Reconvene into Open Session:
Director Auer motioned to reconvene into Open Session at 9:11p.m.
Director Dunn seconded the motion. All in Favor. Motion carried 6 to 0.

President Drew stated there were no other future agenda items and called for a motion to adjourn.

-ADJOURN-

Director Dunn motioned to adjourn the meeting at 9:12 p.m.

Vice President Bogar seconded. All in Favor. Motion passed 6 to 0.

Meeting adjourned.

PASSED and APPROVED by the Aubrey Municipal Development District of the City of Aubrey, Texas this 13th day of Aug., 2024.

Holly Drew

Holly Drew, President

ATTEST:

Mike Browning, Secretary