

CITY OF INGLESIDE DEVELOPMENT CORPORATION (4B)
BOARD OF DIRECTORS
MINUTES
CALLED MEETING
JULY 24, 2014

1. Call To Order.

The meeting was called to order at 6:02 p.m. with President Steve Diehl, presiding. Directors present: Steve Diehl, Cynthia Wilson, Ben Tucker, Roman Gabriel, and Paul Pierce arrived at 6:04 p.m. No directors absent. City of Ingleside staff present: City Manager Jim Gray, Finance Director Rosie Vela, City Secretary Kimberly Drysdale, IT Paul Bearden, and Administrative Assistant Ruby Nixon. There were no guests.

2. Comments from the Public.

There were no comments from the public.

3. Review and approval of meeting minutes of June 19, 2014.

Director Gabriel made a motion for the minutes of June 19, 2014 to be approved which was seconded by Director Tucker. The minutes were unanimously approved by all Directors present and voting.

4. Recommendation for consideration of an item to be brought before the City Council for the City of Ingleside entrance sign location.

Director Pierce joined the meeting at 6:04 p.m.

The Directors reviewed the proposed City of Ingleside entrance sign and location. The length and the location for the sign were discussed with the biggest concern being the length and maintenance upkeep. City Manager Jim Gray mentioned that he will continue to look into other sight locations possibly further within the City. President Diehl noted that this Board is only contributing funds from the Promotional line item and that the sign will not be completed by the next fiscal year starting October 01, 2014.

The IDC Board recommends that this item be brought before the City Council and suggest City Council to discuss the maintenance upkeep.

5. Recommendation for an Economic Development website as a part of the City of Ingleside website or a standalone website.

City Manager Jim Gray started the discussion by explaining that City Secretary Kimberly Drysdale and Computer Technician Paul Bearden were part of the committee who reviewed the request for proposals (RFPs) that were submitted. As well as, explained that Drysdale is a contact for the Economic Development Department with the City of Ingleside and turned the meeting over to Drysdale and Bearden at this time. Drysdale explained that out of the five RFPs that were submitted the committee narrowed the selection down to the top two preferences. After further discussion, it was decided to consider not only a total new website for IDC, but a revision of the City of Ingleside Website. The top two selections were between Ensemble Group/GIS Planning and EDsuites. The committee suggests not going with the lowest bidder of EDsuites but to continue to use the Ensemble Group who is currently used for the City website along with the inclusion of GIS Planning. The Pros and Cons between the two were discussed such as, EDsuites requires staff to provide updated economic data and Ensemble Group/GIS Planning will automatically provide updated economic data. The cost and options were discussed and it was noted that as part of the Ensemble Group bid the current City of Ingleside Website revision is included in the bid.

The IDC Board recommends partnering with the City to upgrade the City Website through the Ensemble Group with the inclusion of the GIS Planning. The IDC Board will contribute \$16,550 (half of the initial cost of \$15,500 and the whole cost of the GIS tool of \$8,800) the first year. The IDC Board will contribute \$10,300 (half of the annual cost of \$3,000 and the whole cost of the GIS tool of \$8,800) annually thereafter.

6. Discussion on possible intern for the Economic Development website.

City Manager Jim Gray explained the City is looking into an Intern to focus on website data and regular updates. This would be a part-time position at 20 hours a week for \$12/hr with the TMRS being the only benefit. This position would not be eligible for vacation, sick, or holiday pay. President Diehl inquired as to what the intern's exact duties would be. Gray explained the Intern would maintain the City's Website and the IDC Economic Development Website. Diehl goes on to explain that this Intern could only work on the IDC Economic Development website if funded by IDC. Discussion took place about splitting the Intern between the City and the IDC.

The IDC Board recommends partnering with the City to hire an Intern to focus on website data and regular updates for the City's website and the IDC Economic Development Website. The IDC Board will contribute \$7,483 (half of the salary at \$14,966).

7. Consideration and action for the projected budget for FY 2014-2015 adjustment for the Webpage Expenses.

Line item 500-474 Webpage Expenses needs to be adjusted from \$15,000 to \$16,550. In addition, adding a line item for the Intern split for \$7,483.

The IDC Board recommends these changes to the FY 2014-2015 budget for consideration by the Ingleside City Council.

8. Discussion on potential future projects.

a. Possible parks project collaboration with the City of Ingleside.

City Manager Jim Gray gave an update on the possible parks project stating that the master plan was submitted to the Texas Parks and Wildlife for a \$400,000 matching fund grant. Gray goes on to say he is continuing to look for all possible funding and mentioned that IDC could assist in funding the sport facility and may be brought back at a future meeting.

9. Discussion on the existing mission and purpose.

This item has been tabled for the future.

10. Recommendations as to items to be placed on the next agenda.

City Manager Jim Gray stated that he was trying to work on the sidewalk item.

The next IDC meeting will be the regular meeting in October.

11. Adjourn

There being no further business, the meeting was adjourned at 6:58 p.m.

ATTEST:

APPROVED:

Cindy Wilson, Secretary

Steve Diehl, President