

MEMORANDUM

To: Mayor Don Keil and Seguin City Council
Steve Parker, Seguin City Manager

From: Kyle Kramm, Main Street & CVB Director

Through: Rick Cortes, Seguin Assistant City Manager

Subject: Heritage Museum Loan Agreement

Date: May 14, 2020

In February 2020, the Seguin Guadalupe County Heritage Museum located in downtown Seguin notified City of Seguin staff about a plumbing issue that had led to their public restrooms being inoperable. The board of the museum requested assistance from the City of Seguin to allow them to be able to complete the repairs in a timely manner and give the museum time to fundraise to pay the \$20,000+ expense.

City staff saw providing assistance to the museum as vital to downtown Seguin's success as the museum has welcomed visitors from all across the globe, partners in educational experiences with local schools and performs the valuable service of preserving Seguin's history for future generations. City staff is proposing to provide a loan to the museum in order to ensure this integral attraction can welcome visitors to the community once again.

The loan would be in the amount of \$20,000 drawn from the City of Seguin's Downtown Fund which currently has over \$35,000. The terms of the loan would be zero percent to be repaid by the museum in monthly installments over five years starting October 1.

The Board of the Museum and city staff respectfully request City Council's approval of the attached loan agreement. An additional action item on tonight's agenda is a budget amendment addressing the loan.