

**October 10, 2016  
Dickinson Economic  
Development Corporation,  
Regular Meeting  
6:30 p.m.**



Darrell Carney, President  
Mike Reinschmidt, Vice President  
Libby Moreno, Secretary  
Marty Hodgins

**Agenda**  
City of Dickinson  
**Dickinson Economic  
Development Corporation**  
**REGULAR MEETING**

Robert Donley  
Chris Tucker  
Mark Martelli  
Angela R. Forbes, Interim  
Executive Director

**October 10, 2016**

**NOTICE** is hereby given of a **REGULAR MEETING** of the Dickinson Economic Development Corporation of the City of Dickinson, County of Galveston, State of Texas, to be held on **Monday, October 10, 2016, at 6:30 p.m.** at: Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539 in the Council Chambers for the purpose of considering the following numbered items. The Dickinson Economic Development Corporation of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

**ITEM 2.) BRIEFING AND DISCUSSION CONCERNING:**

- A. Economic Development Update
- B. International Council of Shopping Centers (ICSC) – Texas Conference & Deal Making Held on October 5 – 7, 2016 in Dallas Texas
- C. International Economic Development Council (IEDC) Economic Development Marketing and Attraction Held on July 14 -15, 2016 Neighborhood Development Strategies Held September 22 – 23, 2016
- D. 2016 Texas Economic Development Council Annual Conference Held in San Antonio October 19-21, 2016
- E. 2016 GEDP Economic Development Summit

**ITEM 3.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the Minutes of Dickinson Economic Development Corporation of September 12, 2016.

**ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND KEEP DICKINSON BEAUTIFUL, INC. FOR FISCAL YEAR 2016-2017 TO PROMOTE PUBLIC INTEREST AND THE GENERAL IMPROVEMENT OF THE ENVIRONMENT OF THE CITY OF DICKINSON, TEXAS.

**ITEM 5.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC

**DEVELOPMENT CORPORATION AND DICKINSON FESTIVAL OF LIGHTS SOCIETY, INC. FOR FISCAL YEAR 2016-2017 TO PROMOTE PUBLIC INTEREST, TOURISM, RECREATION AND THE GENERAL IMPROVEMENT OF THE COMMUNITY OF THE CITY OF DICKINSON, TEXAS.**

**ITEM 6.) EXECUTIVE (CLOSED) SESSION** – The Dickinson Economic Corporation will hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:

- A. Section 551.087- Discuss or deliberate regarding commercial or financial information that the Dickinson Economic Development Corporation has received from a business prospect that the Dickinson Economic Development Corporation seeks to have locate, stay or expand in or near the City and which the Dickinson Economic Development Corporation is conducting economic development negotiations.
- B. Section 551.072 – Deliberation Regarding Real Property – Discussion Regarding the Purchase, Exchange, Lease or Value of Real Property.
- C. Section 551.074 – Personnel Matters To Deliberate The Appointment, Employment, Evaluation, Reassignment, Duties, Discipline Or Dismissal Of A Director of Economic Development.

**ITEM 7.) RECONVENE**

**ITEM 8.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters discussed in Executive Session.

**ITEM 9.) FUTURE AGENDA ITEMS**

**ITEM 10.) ADJOURN**

**CERTIFICATION**

This is to certify that a copy of the Notice of the Dickinson Economic Development Corporation Meeting for October 10, 2016, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the 5<sup>th</sup> day of October, 2016, prior to 6:30 p.m.



Angela Forbes, Interim Executive Director

In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending Dickinson Economic Development Corporation Meetings. Requests should be received at least 24 hours prior to the scheduled meeting, by contacting the City Secretary's office at 281-337-6217, or by FAX at 281-337-6190.

# **AGENDA**

## **ITEM 1**

**Dickinson Economic Development  
Corporation Meeting**

**CALL TO ORDER**

**Pledge of Allegiance**

**Given by:\_\_\_\_\_**

**ROLL CALL**

**DICKINSON ECONOMIC DEVELOPMENT  
CORPORATION MEETING  
ATTENDANCE LIST**

**MEETING DATE: October 10, 2016  
Regular Meeting**

<b><u>BOARD</u></b>	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
Darrell Carney	_____	_____
Mike Reinschmidt	_____	_____
Libby Moreno	_____	_____
Robert Donley	_____	_____
Chris Tucker	_____	_____
Mark Martelli	_____	_____
Marty Hodgins	_____	_____
<b><u>MAKE NOTE ON RECORDING: THE FOLLOWING ALSO ARE IN ATTENDANCE:</u></b>		
Economic Development Coordinator, Angela Forbes	_____	_____
Mayor, Julie Masters	_____	_____
Councilman, Wally Deats	_____	_____
_____	_____	_____

# **AGENDA**

## **ITEM 2**



# **AGENDA**

## **ITEM 3**

Darrell Carney, President  
Mike Reinschmidt, Vice President  
Libby Moreno, Secretary  
Marty Hodgins

**MINUTES**  
City of Dickinson  
**Dickinson Economic  
Development Corporation**  
**REGULAR MEETING**

Robert Donley  
Chris Tucker  
Mark Martelli  
Angela R. Forbes, Interim  
Executive Director

**September 12, 2016**

**NOTICE** is hereby given of a **REGULAR MEETING** of the Dickinson Economic Development Corporation of the City of Dickinson, County of Galveston, State of Texas, to be held on **Monday, September 12, 2016, at 6:30 p.m.** at: Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539 in the Council Chambers for the purpose of considering the following numbered items. The Dickinson Economic Development Corporation of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

President Darrell Carney called the meeting to order at 6:34 p.m. Interim Executive Director Angela Forbes called roll and certified a quorum. Board Members present were as follows: Darrell Carney, Mike Reinschmidt, Marty Hodgins, Mark Martelli and Libby Moreno. Also present were Interim Executive Director Angela Forbes, Administrative Services Manager Stephanie Russell, Guest Services Tourism Tina Hernandez, Mayor Julie Masters and Councilman Wally Deats. Director Chris Tucker and Director Robert Donley was absent

**ITEM 2.) BRIEFING AND DISCUSSION CONCERNING:**

- A. Economic Development Update
- B. International Council of Shopping Centers (ICSC) – Texas Conference & Deal Making Held on October 5 – 7, 2016 in Dallas Texas
- C. International Economic Development Council (IEDC) Economic Development Marketing and Attraction Held on July 14 -15, 2016 Neighborhood Development Strategies Held September 22 – 23, 2016
- D. International Economic Development Council (IEDC) Annual Conference Held September 25 – 28, 2016

Interim Executive Director Angela Forbes provided a briefing on current City and economic development projects. Board members took no formal action in this matter.

**ITEM 3.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the Minutes of Dickinson Economic Development Corporation of August 8, 2016.

Director Reinschmidt made a motion to approve the Minutes of the August 8, 2016 Regular Board Meeting. The motion was seconded by Director Moreno.

VOTE:

5 AYES (Carney, Reinschmidt, Martelli, Moreno, Hodgins)

0 NAYS

**MOTION PASSED**

- ITEM 4.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number XXX-2016. **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) APPROVING AND ADOPTING A REVISED INVESTMENT POLICY FOR THE DEDC AND A LIST OF QUALIFIED BROKERS THAT ARE AUTHORIZED TO ENGAGE IN INVESTMENT TRANSACTIONS WITH THE DEDC.**

Director Hodgins made a motion to approve Resolution Number 125-2016. **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) APPROVING AND ADOPTING A REVISED INVESTMENT POLICY FOR THE DEDC AND A LIST OF QUALIFIED BROKERS THAT ARE AUTHORIZED TO ENGAGE IN INVESTMENT TRANSACTIONS WITH THE DEDC.** The motion was seconded by Director Reinschmidt.

VOTE:

5 AYES (Carney, Reinschmidt, Martelli, Moreno, Hodgins)

0 NAYS

**MOTION PASSED**

- ITEM 5.) Briefing and Discussion Concerning:** Quarterly Investment Report & Financials For Period Ending June 30, 2016.

Administrative Services Manager Stephanie Russell gave the Quarterly Investment Report & Financials For Period Ending June 30, 2016. No action was taken by the Board.

- ITEM 6.) EXECUTIVE (CLOSED) SESSION** – The Dickinson Economic Corporation will hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon's Texas Codes annotated, in accordance with the authority contained in:

President Darrell Carney recessed the regular meeting into a second Executive Session at 6:59 p.m.

- A. Section 551.087- Discuss or deliberate regarding commercial or financial information that the Dickinson Economic Development Corporation has received from a business prospect that the Dickinson Economic Development Corporation seeks to have locate, stay or expand in or near the City and which the Dickinson Economic Development Corporation is conducting economic development negotiations.

- B. Section 551.072 – Deliberation Regarding Real Property – Discussion Regarding the Purchase, Exchange, Lease or Value of Real Property.
- C. Section 551.074 – Personnel Matters To Deliberate The Appointment, Employment, Evaluation, Reassignment, Duties, Discipline Or Dismissal Of A Director of Economic Development.

**ITEM 7.) RECONVENE**

President Darrell Carney reconvened the regular meeting at 8:34 p.m.

**ITEM 8.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters discussed in Executive Session.**

No Items discussed.

**ITEM 9.) FUTURE AGENDA ITEMS**

No Items discussed.

**ITEM 10.) ADJOURN**

Director Reinschmidt made a motion to adjourn the meeting at 8:35 p.m. The motion was seconded by Director Martelli.

VOTE:

5 AYES (Carney, Reinschmidt, Martelli, Moreno, Hodgins)

0 NAYS

**MOTION PASSED**

**PASSED, APPROVED AND ADOPTED** this the 10<sup>th</sup> day of October, 2016.

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**President Darrell Carney**



# **AGENDA**

## **ITEM 4**

**Dickinson Economic Development Corporation  
Agenda Item Data Sheet**

**MEETING DATE**            October 10, 2016

<b>TOPIC:</b>	<p><b>RESOLUTION NUMBER XXX-2016</b></p> <p><b>A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND KEEP DICKINSON BEAUTIFUL, INC. FOR FISCAL YEAR 2015-2016 TO PROMOTE PUBLIC INTEREST AND THE GENERAL IMPROVEMENT OF THE ENVIRONMENT OF THE CITY OF DICKINSON, TEXAS.</b></p>
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<b>BACKGROUND:</b>	<p>During budget discussions for Fiscal Year 2016-2017, the Board supported the same level of funding for Keep Dickinson Beautiful this agenda item would approve the standard annual agreement with Keep Dickinson Beautiful for Fiscal Year 2016-2017 and would approve the \$5,000.00 funding level.</p>
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> </ul>
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<b>FUNDING ISSUES</b>	<input type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input checked="" type="checkbox"/> Full Amount already budgeted.
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<b>SUBMITTING STAFF MEMBER</b>	<b>EXECUTIVE DIRECTOR APPROVAL</b>
Angela R. Forbes, Interim Executive Director	 Interim Executive Director

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>READINGS PASSED</b> <input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	<b>OTHER</b>

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND KEEP DICKINSON BEAUTIFUL, INC. FOR FISCAL YEAR 2016-2017 TO PROMOTE PUBLIC INTEREST AND THE GENERAL IMPROVEMENT OF THE ENVIRONMENT OF THE CITY OF DICKINSON, TEXAS.**

\* \* \* \* \*

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DICKINSON ECONOMIC DEVELOPMENT CORPORATION, THAT:**

Section 1. The President of the Board be, and he is hereby, authorized and directed to execute a contract, by and between Dickinson Economic Development Corporation and Keep Dickinson Beautiful, Inc. to promote public interest and the general improvement of the environment of the City of Dickinson, Texas. A copy of said Contract is attached hereto and made a part hereof for all purposes.

PASSED, APPROVED AND RESOLVED on this the 10<sup>TH</sup> day of October, 2016.

\_\_\_\_\_  
Darrell Carney, President  
Board of Directors

ATTEST:

\_\_\_\_\_  
Libby Moreno, Secretary  
Board of Directors

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

**CONTRACT BETWEEN**  
**DICKINSON ECONOMIC DEVELOPMENT CORPORATION**  
**AND**  
**KEEP DICKINSON BEAUTIFUL, INC.**

**THE STATE OF TEXAS                    §**  
**§**            **KNOW ALL MEN BY THESE PRESENTS:**  
**COUNTY OF GALVESTON               §**

**WHEREAS**, the Dickinson Economic Development Corporation recognizes that natural beauty is an economic necessity; and

**WHEREAS**, the Dickinson Economic Development Corporation recognizes that recruitment and retention of commercial development relies on programs that combat the accumulation of litter; and

**WHEREAS**, Keep Dickinson Beautiful, Inc. is a non-profit volunteer organization, affiliated with Keep America Beautiful and Keep Texas Beautiful, whose mission is to develop and implement programs that combat litter and intensify the natural beauty of our community; and

**WHEREAS**, the services provided by Keep Dickinson Beautiful, Inc. to the City of Dickinson and Dickinson Economic Development Corporation are of significant value to the City and the community;

**W I T N E S S E T H**

The Dickinson Economic Development Corporation will appropriate in the 2016-2017 budget year an amount of \$5,000.00, with appropriations to commence on the 1st day of October, 2016, and continue through and including September 30, 2017. Keep Dickinson Beautiful, Inc. will receive monies from the appropriation, as needed, by written request of the Coordinator and/or President of Keep Dickinson Beautiful, Inc. All funds will be disbursed upon approval of the Executive Director of the Corporation.

This contract is to remain in effect until September 30, 2017, and is renewable on a year-to-year basis thereafter. It may be terminated by either party hereto by written notice sixty (60) days in advance of the date of termination. The amount of the contract shall be determined annually by the Board of the Dickinson Economic Development Corporation with full disclosure for the previous year's operating expenses and current year's budget.

Keep Dickinson Beautiful, Inc. will promote public interest and the general improvement of the environment of the community known as Dickinson, Texas. Keep Dickinson Beautiful, Inc., will also endeavor to enact the following:

- a. Initiate, plan, direct, and coordinate programs for litter control and solid waste reduction for the community.
- b. Study, investigate, and develop plans for improving the health, sanitation, and cleanliness of the community by beautifying the streets, highways, waterways, lots, yards, and other similar places in the said community.
- c. Aid in the prevention of fires, diseases, and other casualties by the removal and elimination of trash and other debris from the aforesaid places.
- d. Endeavor to change the attitudes of all citizens of the community with respect to littering through education and motivation programs.
- e. Encourage the placing, planting, and/or preservation of trees, flowers, plants, shrubbery, and other objects or ornamentation in said community. Any proposed planting on public right-of-way or other public property will be first coordinated with the City Administrator.
- f. Advise and recommend plans to agencies of the community for the beautification of the said community and its environment.
- g. Coordinate with appropriate governmental agencies in matters pertaining to adequate litter control and solid waste reduction ordinances as well as effective enforcement of all pertinent laws and ordinances.
- h. Encourage and coordinate community efforts in the areas of recycling of waste and discarded materials.

WITNESS OUR HANDS, this the 10<sup>th</sup> day of October 2016.

\_\_\_\_\_  
Darrell Carney, President  
Dickinson Economic Development Corporation

\_\_\_\_\_  
President  
Keep Dickinson Beautiful, Inc.

ATTEST:

\_\_\_\_\_  
Libby Moreno, Secretary  
Dickinson Economic Development Corporation



# **AGENDA**

## **ITEM 5**

**Dickinson Economic Development Corporation  
Agenda Item Data Sheet**

MEETING DATE            October 10, 2016

<b>TOPIC:</b>	<p><b>RESOLUTION NUMBER XXX-2016</b></p> <p><b>A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND DICKINSON FESTIVAL OF LIGHTS SOCIETY, INC. FOR FISCAL YEAR 2016-2017 TO PROMOTE PUBLIC INTEREST, TOURISM, RECREATION AND THE GENERAL IMPROVEMENT OF THE COMMUNITY OF THE CITY OF DICKINSON, TEXAS.</b></p>
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<b>BACKGROUND:</b>	<p>During budget discussions for Fiscal Year 2016-2017, the Board supported funding for Festival of Lights, Inc. This agenda item would approve the standard annual agreement with Festival of Lights, Inc. for Fiscal Year 2016-2017 and would approve the \$25,000.00 for the 2016 event.</p>
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<b>RECOMMENDATION:</b>	Staff recommends approval of the Resolution.
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<b>ATTACHMENTS:</b>	<ul style="list-style-type: none"> <li>• Resolution Number XXX-2016</li> <li>• Copy of Festival of Lights 2016 Budget</li> </ul>
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<b>FUNDING ISSUES</b>	<input type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input checked="" type="checkbox"/> Full Amount already budgeted.
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<b>SUBMITTING STAFF MEMBER</b>	<b>EXECUTIVE DIRECTOR APPROVAL</b>
Angela R. Forbes, Interim Executive Director	<i>Angela R. Forbes</i> , Interim Executive Director

<b>ACTIONS TAKEN</b>		
<b>APPROVAL</b>	<b>READINGS PASSED</b>	<b>OTHER</b>
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> 1 <sup>st</sup> <input type="checkbox"/> 2 <sup>nd</sup> <input type="checkbox"/> 3 <sup>rd</sup>	

**RESOLUTION NUMBER XXX-2016**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND DICKINSON FESTIVAL OF LIGHTS SOCIETY, INC. FOR FISCAL YEAR 2016-2017 TO PROMOTE PUBLIC INTEREST, TOURISM, RECREATION AND THE GENERAL IMPROVEMENT OF THE COMMUNITY OF THE CITY OF DICKINSON, TEXAS.**

\* \* \* \* \*

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DICKINSON ECONOMIC DEVELOPMENT CORPORATION, THAT:**

Section 1. The President of the Board be, and he is hereby, authorized and directed to execute a contract, by and between Dickinson Economic Development Corporation and Dickinson Festival of Lights Society, Inc. to promote public interest, tourism, recreation and the and the general improvement of the community of the City of Dickinson, Texas. A copy of said Contract is attached hereto and made a part hereof for all purposes.

PASSED, APPROVED AND RESOLVED on this the 10<sup>TH</sup> day of October, 2016.

\_\_\_\_\_  
Darrell Carney, President  
Board of Directors

ATTEST:

\_\_\_\_\_  
Libby Moreno, Secretary  
Board of Directors

**EXHIBIT “A”**

**TO**

**RESOLUTION XXX-2016**

**AGREEMENT BETWEEN THE**  
**DICKINSON ECONOMIC DEVELOPMENT CORPORATION**  
**AND**  
**DICKINSON FESTIVAL OF LIGHTS SOCIETY, INC.**

THE STATE OF TEXAS           §  
  §       **KNOW ALL MEN BY THESE PRESENTS:**  
COUNTY OF GALVESTON       §

**WHEREAS**, the Dickinson Economic Development Corporation appreciates the assistance of volunteer organizations that provide services for the benefit of the Dickinson community, and;

**WHEREAS**, the Dickinson Festival of Lights Society, Inc. is a non-profit volunteer organization that has provided free, outdoor holiday lighting displays in Dickinson since 1998, and;

**WHEREAS**, the services provided by the Dickinson Festival of Lights Society, Inc. to the City of Dickinson are of significant value to the City and the community, and;

**WHEREAS**, the services provided by the Dickinson Festival of Lights Society, Inc. have been found by the Board of Directors of the Dickinson Economic Development Corporation to be useful and necessary for the economic development of our community by improving quality of life, encouraging tourism, providing a free recreational activity and encouraging the continuing development of the community, and;

**WITNESSETH**

The Dickinson Economic Development Corporation will appropriate in the Fiscal Year 2016-2017 budget year an amount of \$25,000.00, with appropriations to commence on the 1st day of October, 2016, and continue through and including September 30, 2016. The Dickinson Festival of Lights Society, Inc. will receive monies from the appropriation, as needed, by written request of the President of the Dickinson Festival of Lights Society, Inc. All funds will be disbursed upon approval of the Executive Director of the Corporation.

This contract is to remain in effect until September 30, 2017, and is renewable on a year-to-year basis thereafter. It may be terminated by either party hereto by written notice sixty (60) days in advance of the date of termination. The amount of the contract shall be determined annually by the Corporation with full disclosure of the previous year's operating expenses and current year's budget.

The Dickinson Festival of Lights Society, Inc. will promote public interest, tourism,

recreation and the general improvement of the community known as Dickinson, Texas and will maintain a free outdoor holiday light display during the holiday season. The Dickinson Festival of Lights Society, Inc. agrees to the following:

- a. Provision of a free outdoor holiday light display at Paul Hopkins Park throughout the holiday season.
- b. The lighting display will be active, weather permitting, each night during the month of December.
- c. No fee will be charged to any person for attending the holiday light display.

WITNESS OUR HANDS, this the 10<sup>th</sup> day of October, 2016.

\_\_\_\_\_  
Darrell Carney, President  
Dickinson Economic Development Corporation

**ATTEST:**

\_\_\_\_\_  
Libby Moreno, Secretary

\_\_\_\_\_  
, President  
The Dickinson Festival of Lights Society, Inc.

**DIVIDER PAGE**

DICKINSON FESTIVAL OF LIGHTS  
2016 BUDGET

	2016 BUDGET		
	Revenue	Expense	Gain/(Loss)
<b>Revenue:</b>			
Sponsors	\$ 4,000.00		\$ 4,000.00
Grants	\$ 2,000.00		\$ 2,000.00
4B Reimbursement	\$ 15,000.00		\$ 15,000.00
Concession Stand	\$ 26,400.00	\$ 14,400.00	\$ 12,000.00
Blinkies	\$ 12,800.00	\$ 6,100.00	\$ 6,700.00
Santa	\$ 8,400.00	\$ 1,500.00	\$ 6,900.00
Cookie Factory	\$ 16,200.00	\$ 9,000.00	\$ 7,200.00
Jugs	\$ 19,200.00	\$ -	\$ 19,200.00
Sub-Total	\$ 104,000.00	\$ 31,000.00	\$ 73,000.00
<b>Less: Expenses</b>			
Advertising		\$ 500.00	
Finance Charges		\$ 1,000.00	
Electrical Supplies		\$ 2,500.00	
General Supplies		\$ 7,500.00	
Safety Supplies		\$ -	
Jackets		\$ 800.00	
Dues & Memberships		\$ -	
LPG Gas		\$ -	
Lunch for Volunteers		\$ 700.00	
Miscellaneous		\$ 100.00	
Grass Cutting-Hill Street		\$ 450.00	
Electricity-Hill Street		\$ 150.00	
Office Supplies		\$ 530.00	
Small Tools		\$ -	
Volunteer & Board Party		\$ -	
Water for Volunteers		\$ -	
Buses-Transportation-Estimate		\$ 10,000.00	
Insurance Renewal		\$ 3,000.00	
Traffic Control (DPD)		\$ 14,000.00	
State Sales Taxes(2014&2015)		\$ 1,100.00	
Board Meetings		\$ -	
Repairs-		\$ 1,600.00	
Organizations-Help		\$ 3,500.00	
Set-up Expense		\$ 2,000.00	
Red White & Bayou		\$ 450.00	
Trailer License			
Web Site Fee		\$ 130.00	
Repair Fixtures		\$ -	
Storage Space Rental		\$ 1,750.00	
Fence Rental		\$ 2,200.00	
Total Expenses			\$ 53,960.00
Sub-Total			\$ 19,040.00

DICKINSON FESTIVAL OF LIGHTS  
2016 BUDGET

	2015 ACTUAL		Gain/(Loss)
	Revenue	Expense	
<b>Less: Assets Purchased</b>			
Misc. Decorations		\$300.00	
Frame Clips		\$300.00	
New Ornaments		\$5,000.00	
New Lights		\$4,000.00	
New Signs & Lettering		\$300.00	
Contingency		\$16,100.00	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
<b>Total Assets Purchased</b>		\$ -	<b>\$ 26,000.00</b>
		\$ -	
<b>Excess of Revenue over Expenditure</b>		\$ -	<b>\$ (6,960.00)</b>
<b>Beginning Cash Balance</b>			<b>\$ 12,013.00</b>
<b>Ending Cash Balance</b>			<b>\$ 5,053.00</b>



# **AGENDA**

## **ITEM 6**

# EXECUTIVE SESSION

RECESS TIME: \_\_\_\_\_

# **AGENDA**

## **ITEM 7**

# RECONVENE

**TIME:** \_\_\_\_\_

# **AGENDA**

## **ITEM 8**



# **AGENDA**

## **ITEM 9**



# **AGENDA**

## **ITEM 10**

# ADJOURN

TIME: \_\_\_\_\_

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

VOTE \_\_\_\_\_

**FYI**

**Dickinson Economic Development Corporation**

**Monthly Financial Report**

**Period Ending August 31, 2016**

**DICKINSON ECONOMIC DEVELOPMENT CORPORATION**  
**FISCAL YEAR 2015-2016**  
**BUDGET VS. ACTUALS**  
**PERIOD ENDING AUGUST 31, 2016**

Account Name	FY 15-16 Amended Budget	FY 15-16 Actuals Period to Date	Actuals (Over)/Under Budget	% of Budget
<b>REVENUE</b>				
Sales Tax Revenue	1,472,200	1,237,202	234,998	84.0%
Rental Income	6,520	6,765	(245)	103.8%
Interest Income	1,800	2,149	(349)	119.4%
Miscellaneous Income	490	490	-	100.0%
<b>TOTAL REVENUE</b>	<b>1,481,010</b>	<b>1,246,606</b>	<b>234,404</b>	<b>84.2%</b>
<b>EXPENDITURES</b>				
<b>Capital Outlays</b>				
Computers/Office Equipment	3,000	2,203	797	73.4%
Contractual Payments	27,427	27,427	-	100.0%
Real Property Acquisition	884,061	640,617	243,444	72.5%
<b>Total Capital Outlays</b>	<b>914,488</b>	<b>670,248</b>	<b>244,241</b>	<b>73.3%</b>
<b>Contract Services</b>				
ED Consulting	20,915	10,477	10,438	50.1%
Financial & Auditing	1,000	750	250	75.0%
GIS	2,900	-	2,900	0.0%
Legal	7,500	2,384	5,116	31.8%
Multimedia Services	500	-	500	0.0%
Branding & Marketing Study	-	-	-	100.0%
Demolition Services	54,525	-	54,525	0.0%
<b>Total Contract Services</b>	<b>87,340</b>	<b>13,611</b>	<b>73,729</b>	<b>15.6%</b>
<b>Debt Service</b>				
Interest	10,993	10,993	-	100.0%
Principal	55,000	55,000	-	100.0%
<b>Total Debt Service</b>	<b>65,993</b>	<b>65,993</b>	<b>-</b>	<b>100.0%</b>
<b>Projects &amp; Programs</b>				
Cedar Oaks	75,000	46,731	28,269	62.3%
Hughes Road	10,000	3,747	6,253	37.5%
Hwy 3 Façade Improvement Prgm	28,000	-	28,000	0.0%
Business Retention Prgm	1,000	-	1,000	0.0%
Visual Improvement Prgm	40,000	-	40,000	0.0%
Adopt-A-Street Program	3,820	2,135	1,685	55.9%
Project & Property Design Fees	50,000	-	50,000	0.0%
Retail Trade Center	30,000	29,021	979	96.7%
ED Grants & Projects	189,500	141,088	48,412	74.5%
<b>Total Projects &amp; Programs</b>	<b>427,320</b>	<b>222,722</b>	<b>204,598</b>	<b>52.1%</b>

**DICKINSON ECONOMIC DEVELOPMENT CORPORATION**  
**FISCAL YEAR 2015-2016**  
**BUDGET VS. ACTUALS**  
**PERIOD ENDING AUGUST 31, 2016**

Account Name	FY 15-16 Amended Budget	FY 15-16 Actuals Period to Date	Actuals (Over)/Under Budget	% of Budget
<b>Museum-Tourism</b>				
Building & Property Maintenance	35,950	59,104	(23,154)	164.4%
Dues, Subscriptions & Books	900	420	480	46.7%
Marketing & Advertising	5,000	35	4,965	0.7%
Office Supplies	5,500	4,690	810	85.3%
Property/Liability Insurance	6,200	6,161	39	99.4%
Storage Rental	2,400	-	2,400	0.0%
Utilities	20,000	14,936	5,064	74.7%
<b>Total Museum-Tourism</b>	<b>75,950</b>	<b>85,346</b>	<b>(9,396)</b>	<b>112.4%</b>
<b>DEDC Administration/Operations</b>				
Building Maintenance	500	-	500	0.0%
Bank Service Charges	367	239	128	65.2%
Dues, Subscriptions & Books	5,500	1,793	3,707	32.6%
Information Technology	13,850	8,472	5,378	61.2%
Marketing & Promotions	20,000	20,040	(40)	100.2%
Office Space Rental	3,000	2,250	750	75.0%
Office Supplies & Postage	2,502	965	1,537	38.6%
Personnel Services	192,231	138,173	54,058	71.9%
Public Official/E&O Insurance	1,167	-	1,167	0.0%
Travel & Training	25,000	19,080	5,920	76.3%
Utilities	2,492	1,635	857	65.6%
<b>Total Admin./Operations</b>	<b>266,609</b>	<b>192,649</b>	<b>73,960</b>	<b>72.3%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,837,700</b>	<b>1,250,568</b>	<b>587,132</b>	
<b>REVENUE - EXPENDITURES</b>	<b>(356,690)</b>	<b>(3,961)</b>	<b>(352,728)</b>	

**DICKINSON ECONOMIC DEVELOPMENT CORPORATION**  
**FISCAL YEAR 2015-2016\***  
**BALANCE SHEET**  
**PERIOD ENDING AUGUST 31, 2016**

**ASSETS**

**Current Assets**

**Cash & Investments**

BBVA Operating Account	592,598
BBVA Money Market Account	285,461
Hometown Bank - Checking	16,171
Hometown Bank - CD	250,000
Texas First Bank - CD	250,000
TexPool	116,803

**Total Cash** 1,511,033

**Accounts Receivable**

Sales Tax Receivable	113,307
Other Accounts Receivable	1,610

**Total Accounts Receivable** 114,917

**Total Current Assets** \$ 1,625,950

**TOTAL ASSETS** \$ 1,625,950

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

Due to City of Dickinson	-
Accounts Payable	-
Rental Deposits	1,400

**Total Accounts Payable** \$ 1,400

**Total Current Liabilities** \$ 1,400

**Total Liabilities** \$ 1,400

**Equity**

Fund Balance	1,628,512
Net Income	(3,961)

**Total Equity** \$ 1,624,550

**TOTAL LIABILITIES & EQUITY** \$ 1,625,950

*\*Unaudited*