


**NOTICE OF REGULAR
MEETING
Montgomery Economic Development Corporation
(MEDC)**

Notice is hereby given that the Board of Directors of the Montgomery Economic Development Corporation will hold a meeting at 6:00 p.m. on June 18, 2018 at the Montgomery City Hall, 101 Old Plantersville Road, in Montgomery, Texas.

1. Call to Order
2. Open Public Comment
3. Approval of Minutes of June 5, 2018
4. Monthly Financial Report (May, 2018)
5. Presentation of promotion film by Rotary Club of Lake Conroe – Tony Westlake
6. Consideration and possible action regarding the budget process for 2018-2019 Fiscal Year.
7. Consideration possible action regarding resolution regarding bank account signatures
8. Economic Development Report – Shannan Reid, Jack Yates
9. Board Inquiry
10. Adjournment



Jack Yates, City Administrator for
Rebecca Huss, President of MEDC



I certify that the attached notice of meeting was posted on the bulletin board at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, on the 12th day of June, 2018 at 3:00 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

This facility is wheelchair accessible and accessible parking spaces are available. Please contact the City Secretary's office at 936-597-6434 for further information or for special accommodation.

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION
MINUTES
JUNE 5, 2018

Present were: Bob Kerr, Cheryl Fox, Amy Brown, Rebecca Huss and Bill Hanover. John Champagne and Randy Moravec were absent. Also present were, Shannan Reid and Jack Yates

Call to Order – Vice-President Kerr called the meeting to order at 6:00 p.m.

Open Public Comment – Mayor Sara Countryman was present and said that she was anxious to work with the MEDC Board and offered her time. Mrs. Huss ask if the Mayor had any particular economic development issues that she wanted to work on. The mayor responded that she wanted to work with others to brand the city, particularly regarding the Texas Flag Birthplace distinction of the city.

Approval of Minutes of April 16, 2018—Motion by Fox, seconded by Brown to approve the minutes is presented. All in favor.

Monthly Financial Report (April, 2018) –Jack reported that Mr. Moravec had no comments regarding the financial report. Motion by Fox seconded by Hanover to accept financial report as presented.. All in favor

Election of President and possibly Vice-President, Treasurer and Secretary as Needed – Mrs. Fox nominated Rebecca Huss for President. Mr. Hanover nominated John Champagne for President. Mrs. Brown suggested that perhaps a non-Council member should be president due to the conflict of presenting items of the MEDC to the City Council. Nominations were closed by Mr. Kerr.

Mr. Champagne's nomination was voted on- with one vote being Mr. Hanover. Mrs. Huss's nomination was going on with Browned, Kerr, Fox and has voting yes.

Mrs. Huss began presiding of the meeting.

There was brief discussion regarding election of other officers as it relates to the annual meeting mention in the MEDC Bylaws. It was agreed that the Bylaws state that the Annual Meeting is to be in September of each year.

Motion by Fox, seconded by Hanover that the current officer stay in place until the next proper election. All in favor.

Montgomery Original Snowballs grant application- Robert Skinner --Bob Skinner was present. Mr. Skinner said he wanted to add a deck with the lighting and a sign at the exterior of his building. He said he thought the deck would be popular with his customers. He further said his business has increased eight times over since March when he 1st bought the business. Mrs. Fox ask about the

length of his lease and the answer was 5 years. Mr. Kerr ask about his operating times and the answer was year-round with some with more regular daily hours. Mrs. Brown asked about the increase in business he expected for making these improvements and the answer was approximately double its current business.

Motion by Brown, seconded by Fox to award Mr. Skinner the grant due to its positive effect on the other area merchants. All in favor.

Consideration and possible action regarding Hotel Incentive Program – Jack said that he had some preliminary ideas for the board to consider regarding hotel incentives and that it might be a good idea to send a suggestion to City Council in order to have something considered in advance of a proposed hotel requesting such an incentive. Mrs. Huss recommend that MEDC incentives go toward infrastructure instead of a cash award, and that there are benefits of doing non-cash incentives. Jack responded that that was a good idea, that the MEDC Board in the past has not given anybody directing funds but has directed them to be part of city infrastructure. Mrs. Brown suggested that the MEDC and the City Council should not have a prepared incentive package publicized, but instead consider each proposal on a case by case basis. The Board felt that not every hotel might qualify for an incentive and that we might want to use incentives only for premium brands and that each deal be considered on it's own merits rather than the order of appearance in the city. Jack responded that the formal adoption certainly is not required, but the idea is to give the question of an incentive advanced thought before a specific hotel developer presents a proposal.

No action taken.

Calling a public hearing for Amendment of Budget – Motion by Kerr seconded by Brown to call public hearing for July 16 at 6:00 PM at City Hall to consider amending the 2017 2018 MEDC budget. There is a brief discussion regarding several specific budget items, with the result being to discuss the items fully in July. All in favor.

Economic Development Report – Shannan Reid, Jack Yates – Shannan Reid gave a brief report on her activities for the previous month. There was discussion regarding the website and the Distrix programs.

Jack gave a brief report on projects and construction and planned but not yet begun from the City Engineer's written report in the Board packet.

Jack then gave a brief report based upon his Development Status written report in the Board packet.

President Huss stated that she would like a Board Inquiry item added to future agendas, the Board agreed and Jack responded that he would do that.

Adjournment – Motion by Hanover seconded by Fox to adjourn at 8:02 p.m. All in favor.

Jack Yates, Recording Secretary

CITY OF MONTGOMERY - MEDC
ACCOUNT BALANCES REPORT
Through May 31, 2018

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 291,816.68		\$ 291,816.68
TOTAL INVESTMENTS	\$ -	\$ 487,458.22	\$ 487,458.22
TOTAL MIDC	<u>\$ 291,816.68</u>	<u>\$ 487,458.22</u>	<u>\$ 779,274.90</u>

INVESTMENTS

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			1.71%	\$ 237,112.72
Certificates				
Allegiance Bank	12/17/2017	6/6/2018	0.85%	\$ 100,000.00
Icon Bank CD #7731	1/27/2018	1/27/2019	1.25%	\$ 150,000.00
Total Investment Balance				<u>\$ 487,112.72</u>

City of Montgomery - MEDC

Cash Flow Report

As of May 31, 2018

Date	Num	Name	Memo	Amount	Balance
51100 · MEDC Checking					196,202.80
5/04/2018	1889	Houston Press	DI0128545, DI0128838, DI0129191	-600.00	195,602.80
5/04/2018	1890	Jones & Carter, Inc.	Inv 262796, 263785	-2,309.25	193,293.55
5/04/2018	1891	Montgomery Area Chamber of Co...	Partnership Grant for Director Services & Office Space Inv 1373 - 5/18	-2,566.67	190,726.88
5/25/2018	1892	Arnette Marketing	Seasonal Decorations Inv 7207 - Shipping charges for December Invoice	-71.04	190,655.84
5/25/2018	1893	Lonestar Plumbing	Soccer Field - water line 5/21/18	-1,500.00	189,155.84
5/25/2018	1894	Texas Vintners Group	Montgomery Ghost Tour Rack Cards & Tickets / Job 2671	-240.00	188,915.84
5/25/2018	Trans...		Sales Tax Transfer for April & May Revenue	102,900.84	291,816.68
Total 51100 · MEDC Checking				95,613.88	291,816.68
TOTAL				95,613.88	291,816.68

City of Montgomery - MEDC
Actual to Budget Performance

May 2018

	May 18	Budget	\$ Over Bud...	Oct '17 - M...	YTD Budget	\$ Over Bud...	Annual Bu...
Income							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	66,849.44	50,495.84	16,353.60	390,618.17	346,272.66	44,345.51	530,000.00
Total 55000 · Taxes & Franchise Fees	66,849.44	50,495.84	16,353.60	390,618.17	346,272.66	44,345.51	530,000.00
55300 · Other Revenues							
55391 · Interest Income	345.50	57.50	288.00	2,415.86	463.49	1,952.37	950.00
Total 55300 · Other Revenues	345.50	57.50	288.00	2,415.86	463.49	1,952.37	950.00
Total Income	67,194.94	50,553.34	16,641.60	393,034.03	346,736.15	46,297.88	530,950.00
Expense							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	0.00	8,428.39	(8,428.39)	6,151.38	40,950.03	(34,798.65)	55,000.00
56000.8 · Utility Extensions	0.00	0.00	0.00	142,225.50	105,009.39	37,216.11	180,000.00
56000.9 · Flagship Dev Improvements	0.00	0.00	0.00	4,465.00	8,000.00	(3,535.00)	8,000.00
56430 · Tsf to Debt Service	0.00	0.00	0.00	80,000.00	80,000.00	0.00	160,000.00
Total 56000 · Pub Infrastructure - Category I	0.00	8,428.39	(8,428.39)	232,841.88	233,959.42	(1,117.54)	403,000.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	0.00	35,000.00	(35,000.00)	35,000.00
56423 · Economic Development Grant Prog	1,500.00	0.00	1,500.00	1,500.00	20,000.00	(18,500.00)	20,000.00
Total 56001 · Business Dev & Ret -Category II	1,500.00	0.00	1,500.00	1,500.00	55,000.00	(53,500.00)	55,000.00
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,261.45	6,000.00	(4,738.55)	6,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,469.49	1,600.00	869.49	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	1,718.00	4,000.00	(2,282.00)	4,000.00
56429 · Removal of Blight	0.00	0.00	0.00	5,032.04	8,571.42	(3,539.38)	15,000.00
56433 · Downtown Signs	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	1,000.00
56435 · Fermland Improvements	0.00	0.00	0.00	0.00	4,000.00	(4,000.00)	4,000.00
56439 · Downtown Enhancement Projects	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)	20,000.00
Total 56002 · Quality of Life - Category III	0.00	0.00	0.00	10,480.98	45,171.42	(34,690.44)	51,600.00
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	0.00	0.00	0.00	1,500.00	(1,500.00)	1,500.00
56409 · Antique Show & Fest	0.00	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00
56413 · Brochures/Printed Literature	0.00	1,250.00	(1,250.00)	5,280.00	5,000.00	280.00	5,000.00
56414 · Wine & Music Fest	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
56415 · Texian/Heritage Festival	0.00	8,000.00	(8,000.00)	0.00	8,000.00	(8,000.00)	8,000.00
56418 · Christmas in Montgomery	0.00	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00
56419 · Website	0.00	166.67	(166.67)	0.00	1,333.32	(1,333.32)	2,000.00
Total 56003 · Marketing & Tourism-Category IV	0.00	9,416.67	(9,416.67)	20,280.00	30,833.32	(10,553.32)	41,500.00
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	0.00	0.00	0.00	18,750.00	18,750.00	0.00	37,500.00
56004.2 · MACC Administration & Office	2,566.67	2,666.67	(100.00)	20,533.36	21,333.32	(799.96)	32,000.00
56004.3 · Miscellaneous Expenses	0.00	415.72	(415.72)	5,830.00	4,357.26	1,472.74	6,000.00
56004.5 · Internship Program	0.00	833.33	(833.33)	0.00	6,666.68	(6,666.68)	10,000.00
56327 · Consulting (Professional servi)	0.00	0.00	0.00	11,563.75	6,666.66	4,897.09	10,000.00
56354 · Travel & Training Expenses	0.00	0.00	0.00	840.00	2,240.00	(1,400.00)	2,800.00
Total 56004 · Administration - Category V	2,566.67	3,915.72	(1,349.05)	57,517.11	60,013.92	(2,496.81)	98,300.00
Total Expense	4,066.67	21,760.78	(17,694.11)	322,619.97	424,978.08	(102,358.11)	649,400.00
Net Income	63,128.27	28,792.56	34,335.71	70,414.06	(78,241.93)	148,655.99	(118,450.00)

Montgomery City Council
AGENDA REPORT

Meeting Date: June 18, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: June 12, 2018	

Subject

This is to show you the film that the Rotary Club has been working on for several months.

Description

The Rotary Club of Lake Conroe was approved for \$3000 last fall to produce a film regarding Memory Park in the city of Montgomery. Total cost of the film was \$6000.

The film is now ready for your viewing. Upon your acceptance of the film the \$3000 will be paid to the Club.

I think you'll like the film and be very surprised with the quality.

Recommendation

Motion to accept the film as presented.

Approved By

City Administrator	Jack Yates	Date: June 12, 2018
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Montgomery City Council
AGENDA REPORT

Meeting Date: June 18, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: June 11, 2018	

Subject

This is to consider budget preparation for the upcoming 2018-2019 budget timetable.

Description

There has been discussion of more of a “zero based” budget preparation, where basically every line item is reviewed/discussed about how much to/not to place in that line item.

This will probably require a workshop type of 2-3 hour meeting. This will need to be discussed.

The deadline on the budget is the August MEDC meeting.

Recommendation

Act as you deem appropriate

Approved By

City Administrator	Jack Yates	Date: June 11, 2018
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Montgomery City Council
AGENDA REPORT

Meeting Date: June 18, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: Corporate Resolution from bank
Date Prepared: June 12, 2018 *	

Subject

This is to change the names on the signature cards for the MEDC checks issued.

Description

The bank, First Financial Bank, requires a corporate resolution authorizing certain persons to sign checks in behalf of the MEDC. Suggested names (primarily due to position and availability) are: Jack Yates, Rebecca Huss and Robert Kerr.

Recommendation

Motion to approve the corporate resolution as presented.

Approved By

City Administrator	Jack Yates	Date: June 12, 2018
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Corporate Authorization Resolution

First Financial Bank, N.A.
14125 Liberty St
Montgomery, TX 77316

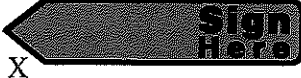
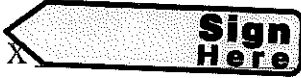
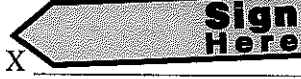
By: Montgomery Economic Development Corp
PO Box 708
Montgomery TX 77356-0708

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Susan Hensley, certify that I am Secretary (clerk) of the above named corporation organized under the laws of Texas, Federal Employer I.D. Number 76-0488593, engaged in business under the trade name of Montgomery Economic Development Corp, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on June 08, 2018 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

Agents. Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. Jackie R Yates, Board Member	X _____	X 
B. Rebecca Huss, Board Member	X _____	X 
C. Robert D Kerr Jr, Board Member	X _____	X 
D. _____	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

Powers Granted. (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
ABCD	(1) Exercise all of the powers listed in this resolution.	1
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other:	_____

Limitations on Powers. The following are the Corporation's express limitations on the powers granted under this resolution.

Resolutions

The Corporation named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.

Effect on Previous Resolutions. This resolution supersedes resolution dated September 22, 2015 . If not completed, all resolutions remain in effect.

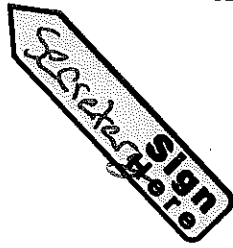
Certification of Authority

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions stated above and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

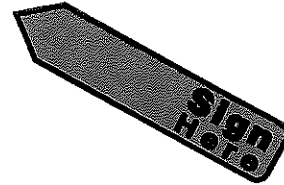
If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on
(date).

Secretary
Susan Hensley



Attest by One Other Officer



For Financial Institution Use Only

Acknowledged and received on _____ (date) by _____ (initials)

This resolution is superseded by resolution dated _____

Comments:

- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

Certification Regarding Internet Gambling

The business entity identified below certifies that it does not engage in an Internet gambling business within the meaning of Federal Reserve Regulation GG.

Business Entity

Montgomery Economic Development Corp

Date

