


NOTICE OF MEETING
Montgomery Economic Development Corporation
(MEDC)

Notice is hereby given that the Board of Directors of the Montgomery Economic Development Corporation will hold a regular meeting at 6:00 p.m. on May 15, 2017 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 April 17, 2017
4. Monthly Financial Report (April, 2017)
5. Report regarding Home Focus Agreements for performance of various services for MEDC Activities
6. Report regarding MEDC budget amendments
7. Consider/take action regarding calling a public hearing for MEDC budget amendments
8. Economic Development Report – Shannan Reid and Jack Yates ---TxDOT, Downtown Parking Lot, Misc. Updates
9. Adjournment



Jack Yates, City Administrator for
Kirk Jones, 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 11th day of May, 2017 at 3:50 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 accommodations.

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION
MINUTES
April 17, 2017

Present were: Kirk Jones, Randy Moravec, Bill Hanover, Amy Brown, Bob Kerr and John Champagne. Cheryl Fox was absent. Also present were Shannan Reid, Chris Roznovsky and Jack Yates

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

Open Public Comment - There was no public comment.

Approval of Minutes of February 20, 2017 - Motion by Hanover seconded by Kerr to approve the minutes as presented with one correction of "Ford" to "Brown" in the discussion paragraph regarding the Historical Markers. All in favor.

Monthly Financial Report (February and March, 2017) - Motion by Moravec seconded by Brown to approve the financial report as presented. All in favor.

Economic Development Report – Shannan Reid and Jack Yates --- Shannan Reid gave a brief report regarding the Lake Conroe Economic Summit. The Board members who attended made positive comments regarding the Summit. Shannan also reported regarding TXDOT's schedule for bidding of FM 149, saying the latest from them was that they plan to go out for bids in November 2017. Jack Yates gave a report regarding the parking area downtown. Jack said he would have a bid quote ready for next month. Chris Roznovsky gave a brief report regarding MEDC related projects, saying that the Pizza Shack water and sewer line should be complete within the next three weeks and the Kroger's water and sewer line is complete.

Discuss/take action regarding Marketing/Tourism Position -- Jack Yates reported that at the January MEDC meeting the Board approve the position of Marketing/Tourism for the city as an employee. Since that time he said he contemplated the option of the employee versus the option of using a contractor to the same purposes. He said that he had considered the expenses of office space, setting up office expenses overhead on personnel cost as opposed to the option of using existing, local contractors to perform the same services. He said that he come to know of Barbie Jorge who publishes a magazine Texas Home Focus from an office here in Montgomery. He said he felt like Barbie could accomplish the same activities as planned for the Marketing/Tourism person for less money than that of adding an employee. Mr. Moravec requested a breakdown of the expenses for the projects taken from the employee budgeted line item for next month. Motion by Moravec seconded by Hanover to allow Jack Yates the variance to contract with Home Focus for marketing/tourism activities. All in favor.

Discuss/take action regarding Heritage Medical Plaza II funding of Houston Street and Water Line on State Highway 105 and Water Line on Houston Street -- Jack Yates reported that at the February MEDC meeting the Board agreed to fund \$120,000 for resurfacing and widening of Houston Street. He then said since February two items had occurred to affect that decision.

The first item, he said, was Houston Street paving. County Commissioner Mike Meador has agreed to place and pay for the asphalt to be placed on Houston Street. That reduces the cost of curb and gutter placement and site preparation not included in the Commissioner's offer to \$80,000. He added said that there is \$5,000 for design of the street, getting a total project to \$85,000. He proposed that 20.3% of the amount be paid by Mr. Cheatham, based upon 20.3% being the same match to the \$160,000 proposition. Under the new project there is an \$85,000 total cost with the recommendation of \$17,255 be paid by Mr. Cheatham and \$67,745 paid by MEDC.

The second item, Jack said was water lines. The water line in front of Heritage Medical Plaza will need to be lowered to accommodate the sewer connection needed by this development. The cost of this line is estimated to be \$60,000. This portion of the line's plan to be replaced by major water line of replace existing 6 inch water line with 12 inch replacement line is part of the TWDB projects. The plans are not ready now for the project and probably will not be ready until late summer. Mr. Cheatham requires the water line now and the City would prefer to use our own contractor. The city has a \$17,205 fee already paid by Mr. Cheatham. Jack said his proposal is that the city place in the 12 inch water line in front of Mr. Cheathams' business in advance of the TWDB project, in part because there would be plenty of places use the funds taken from the TWDB project.

Also, the city here has recommended replacing the existing water line in Houston Street rather than place new pavement over an old water line that might need replacing or have leaks and have to tear up the new pavement. Jack said his recommendation is for the \$80,000 dollars total project for both lines is to use the balance of \$52,255 from the original \$120,000 commitment and to add \$27,745 of further MEDC funds to that amount.

Mr. Moravec asked about the budgetary issue of where the money would come from. Jack replied from the Infrastructure line item in the budget. Mrs. Brown suggested Mr. Cheatham to pay \$32,500 since that was his original commitment. Jack replied that that was an option but he had used the participation percentage as a way of looking at the financing alternative. President Jones asked Jack if the funds were available in the City Utility Fund to pay the \$27,745, and Jack replied "yes".

Motion by Moravec, seconded by Kerr to provide \$120,000 to Houston Street work and for water line improvements regarding Heritage Medical Plaza II. All in favor

Mr. Moravec asked Mr. Cheatham for a letter regarding the overall economic impact of the Medical Plaza to the City. Mr. Cheatham was present, and responded that he would give the letter.

Motion by Jones, seconded by Brown to adjourn at 7:50 p.m.

Jack Yates, Recording Secretary

CITY OF MONTGOMERY - MEDC
ACCOUNT BALANCES
April 30, 2017

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 240,746.57		\$ 240,746.57
TOTAL INVESTMENTS	\$ -	\$ 484,284.81	\$ 484,284.81
TOTAL MIDC	<u>\$ 240,746.57</u>	<u>\$ 484,284.81</u>	<u>\$ 725,031.38</u>

INVESTMENTS

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			0.45%	\$ 234,284.81
Certificates				
Allegiance Bank	2/20/2017	5/21/2017	0.45%	\$ 100,000.00
Icon Bank CD #7731	1/27/2017	1/27/2018	0.90%	\$ 150,000.00
Total Investment Balance				<u>\$ 484,284.81</u>

City of Montgomery - MEDC
Cash Flow Report
 As of April 30, 2017

Date	Num	Name	Memo	Amount	Balance
51100 · MEDC Checking					247,453.80
04/07/2017	1802	Montgomery Area Chamber of Co...	Partnership Grant for Director Services & Office S...	-2,566.67	244,887.13
04/21/2017	1803	Lone Star Sigus/Texas Specialties	Texas Shape Key Holders - Inv 10956	-2,674.00	242,213.13
04/21/2017	1804	Waste Management of Texas, Inc.	1412323-1792-7, 1412288-1792-2, 1411870-1792-8	-1,466.56	240,746.57
Total 51100 · MEDC Checking				-6,707.23	240,746.57
TOTAL				-6,707.23	240,746.57

Bank statements not received yet. Written in amounts are what I know receipts were for April - just not formally accounted for yet. Jade

City of Montgomery - MEDC
Actual to Budget Performance
April 2017

	Apr 17	Budget	\$ Over Bu...	Oct '16 - ...	YTD Budget	\$ Over Bud...	Annual Bu...
Income							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	30,798	40,044.89	(40,044.89)	262,120 231,322.47	308,001.02	(76,678.55)	557,000.00
Total 55000 · Taxes & Franchise Fees	0.00	40,044.89	(40,044.89)	231,322.47	308,001.02	(76,678.55)	557,000.00
55300 · Other Revenues							
55391 · Interest Income	124.09	41.67	(41.67)	995.09 746.91	291.65	455.26	500.00
Total 55300 · Other Revenues	0.00	41.67	(41.67)	746.91	291.65	455.26	500.00
Total Income	30,922.09	40,086.56	(40,086.56)	232,069.38 263,115.09	308,292.67	(76,223.29)	557,500.00
Expense							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	0.00	0.00	0.00	24,382.00	23,333.33	1,048.67	35,000.00
56000.8 · Utility Extensions	0.00	16,666.67	(16,666.67)	15,000.00	116,666.65	(101,666.65)	200,000.00
56000.9 · Flagship Dev Improvements	0.00	833.34	(833.34)	9,800.00	5,833.30	3,966.70	10,000.00
56430 · Trsf to Debt Service	0.00	0.00	0.00	63,750.00	63,750.00	0.00	127,500.00
Total 56000 · Pub Infrastructure - Category I	0.00	17,500.01	(17,500.01)	112,932.00	209,583.28	(96,651.28)	372,500.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	0.00	67,000.00	(67,000.00)	67,000.00
56423 · Economic Development Grant Prog	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)	20,000.00
Total 56001 · Business Dev & Ret -Category II	0.00	0.00	0.00	0.00	87,000.00	(87,000.00)	87,000.00
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,399.34	3,000.00	(1,600.66)	3,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,543.42	1,600.00	943.42	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	0.00	6,000.00	(6,000.00)	6,000.00
56424.1 · Heritage Village Det. Pond Imp	0.00	0.00	0.00	10,450.00	10,000.00	450.00	10,000.00
56429 · Removal of Blight	0.00	0.00	0.00	9,758.43	0.00	9,758.43	25,000.00
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	5,000.00	(5,000.00)	5,000.00
56439 · Downtown Enhancement Projects	0.00	2,500.00	(2,500.00)	0.00	15,000.00	(15,000.00)	25,000.00
Total 56002 · Quality of Life - Category III	0.00	2,500.00	(2,500.00)	24,151.19	41,600.00	(17,448.81)	76,600.00
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	0.00	0.00	1,900.00	0.00	1,900.00	1,000.00
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	0.00	0.00	3,746.65	4,500.00	(753.35)	8,000.00
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	0.00	0.00	8,000.00	0.00	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
Total 56003 · Marketing & Tourism-Category IV	0.00	0.00	0.00	28,646.65	19,500.00	9,146.65	42,000.00
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)	17,966.69	18,666.65	(699.96)	32,000.00
56004.3 · Miscellaneous Expenses	184.60	1,000.00	(815.40)	2,991.71	3,000.00	(8.29)	6,000.00
56004.4 · Staffing (1 Pt Time/1 Interim)	0.00	3,750.00	(3,750.00)	0.00	26,250.00	(26,250.00)	45,000.00
56327 · Consulting (Professional serv)	200.00	1,250.00	(1,050.00)	1,230.00	8,750.00	(7,520.00)	15,000.00
56354 · Travel & Training Expenses	0.00	437.50	(437.50)	1,902.04	2,187.50	(285.46)	3,500.00
Total 56004 · Administration - Category V	2,951.27	9,104.17	(6,152.90)	42,840.44	77,604.15	(34,763.71)	139,000.00
Total Expense	2,951.27	29,104.18	(26,152.91)	208,570.28	435,287.43	(226,717.15)	717,100.00
Net Income	(2,951.27)	10,982.38	(13,933.65)	23,499.10	(126,994.76)	150,493.86	(159,600.00)
	27,970.82			54,544.81			

AGENDA REPORT

Meeting Date: May 15, 2017	Budgeted Amount:
Department:	
Prepared By: Jack Yates City Administrator	Exhibits: Contract for Website work, Contract for Distrix work
Date Prepared: May 11, 2017	

Subject

This is a presentation from Barbie Jorge of Home Focus and an example of how the Contracts for her services will go.

Description

Ms. Jorge will be present to explain the website work in the Distrix work. That should give you a opportunity to meet her and for me to discuss how the contracts will work on each project.

Recommendation

To simply hear Ms. Jorge in to see how the contracts will work.

Approve By

City Administrator	Jack Yates	Date: May 11, 2017
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CONTRACTOR AGREEMENT

This agreement entered into this ___ day of _____, 2017, by and between the City of Montgomery, Texas hereinafter "Montgomery", and Home Focus, Inc. hereinafter "Contractor" at Montgomery County, Texas.

WHEREAS, Contractor is self-employed and in the business of providing the following services: website preparation. Work specified is further described in Exhibit "A" of this Agreement.

WHEREAS, Montgomery does, from time to time, contract with Contractor to perform services.

1. That in performing services in Montgomery, Contractor will act as an independent contractor at all times, and Contractor agrees that no relationship of employer – employee exists, and Contractor shall never represent to any third party that he is an employee of Montgomery.
2. Contractor agrees that he will provide labor and materials for the accomplishments of contracted work in a workmanlike manner in accordance with the specifications for the job. Montgomery will not exercise control or supervision over physical details of work, except such inspection as necessary to ensure compliance with specifications.
3. Contractor represents that he is duly authorized to perform the work contracted for, and that he is liable for any federal or state taxes, social security contributions, unemployment compensation taxes, or other taxes imposed by governmental entities or employers, and that he is exempt as an independent contractor under Texas's Worker's Compensation Act.
4. Contractor agrees to indemnify and hold harmless Montgomery from any injuries to any person's property arising under the course of this Agreement.
5. The method of compensation for the contracted work by Contractor shall be a per-job fee to be negotiated in advance. No part of the agreed compensation is to be considered a salary or commission.
6. The labor and material which Contractor agrees to provide under this Agreement shall be provided by Contractor in accordance with accepted industry standards and in a workmanlike manner, But. Contractor shall apply his own methods and manner, free from control and direction of Montgomery, except as to inspection and acceptance of the product and service.
7. Contractor shall provide services as defined in Exhibit "A" attached.
8. Contractor or Montgomery may terminate this Agreement for any reason upon giving written notice, except the indemnity provisions of this Agreement shall

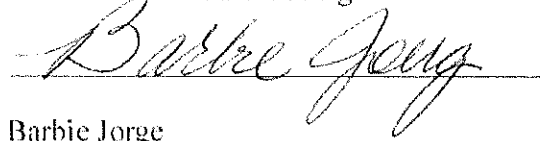
survive a termination and continue until the applicable statute of limitations has run on all potential claims.

9. This Agreement shall not be assigned by either party, except with express written consent of the non-assigning party.
10. Contractor agrees to indemnify and hold harmless Montgomery from any injuries to any persons arising under the course of this Agreement.
11. To the extent permitted by Paragraph 9, this Agreement shall be binding on heirs, personal representatives, legatees and devisees of the parties.
12. This Agreement shall be construed in accordance with and governed by the ordinances of the City of Montgomery, and the laws of the State of Texas.
13. The parties understand and acknowledge that this Agreement contains all the understandings of the parties and constitutes the full agreement of the parties.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

CITY OF MONTGOMERY

Home Focus: Barbie Joerg



Jack Yates, City Administrator

Barbie Jorge

(SEAL)

ATTEST:

Susan Hensley, City Secretary

Exhibit "A"

Contractor will be paid, within two weeks of invoice submittal, a fee of \$ 25.00 per hour fee. Portions of hours billed will be paid proportional to the part of an hour.

The services to be provided are: Coordination of complete website redesign for Experience Montgomery website, including: 15 Page website development | Complete site redesign, Social Media links/widgets, Event Calendar and Contact Forms. All intellectual content will be provided by or at the expense of MEDC and are not included in the estimate. The culmination of an operational website with the website being adaptable to changes and additions in the future by a MEDC Representative is expected to take 6-8 weeks from date deposit has been received.

MEDC is responsible for providing Home Focus with intellectual property in a timely manner to ensure timeline is not affected. For the purposes of this project, Intellectual Property refers to high digital materials including but not limited to log in information for current hosting server & social media platforms, photographs, pdf documents, logos, calendar events information

This project requires City Administrator approval prior to a billed amount of \$5,000.

Payment will be made promptly, within two weeks of billing and acceptance, by the City.

Tutorial on how to operate and update the new website will be conducted once final payment has been received. Please note that it is customary for new websites to take up to 48 hours to be completely "live" once finalized.

Physical Address:
14375 Liberty St., Ste. 103
Montgomery, TX 77356-4669

Mailing Address:
P.O. Box 1118
Montgomery, TX 77316

CONTRACTOR AGREEMENT

This agreement entered into this ___ day of _____, 2017, by and between the City of Montgomery, Texas hereinafter "Montgomery", and Home Focus, Inc. hereinafter "Contractor" at Montgomery County, Texas.

WHEREAS, Contractor is self-employed and in the business of providing the following services: website preparation. Work specified is further described in Exhibit "A" of this Agreement.

WHEREAS, Montgomery does, from time to time, contract with Contractor to perform services.

1. That in performing services in Montgomery, Contractor will act as an independent contractor at all times, and Contractor agrees that no relationship of employer – employee exists, and Contractor shall never represent to any third party that he is an employee of Montgomery.
2. Contractor agrees that he will provide labor and materials for the accomplishments of contracted work in a workmanlike manner in accordance with the specifications for the job. Montgomery will not exercise control or supervision over physical details of work, except such inspection as necessary to ensure compliance with specifications.
3. Contractor represents that he is duly authorized to perform the work contracted for, and that he is liable for any federal or state taxes, social security contributions, unemployment compensation taxes, or other taxes impose by governmental entities or employers, and that he is exempt as an independent contractor under Texas's Worker's Compensation Act.
4. Contractor agrees to indemnify and hold harmless Montgomery from any injuries to any person's property arising under the course of this Agreement.
5. The method of compensation for the contracted work by Contractor shall be a per-job fee to be negotiated in advance. No part of the agreed compensation is to be considered a salary or commission.
6. The labor and material which Contractor agrees to provide under this Agreement shall be provided by Contractor in accordance with accepted industry standards and in a workmanlike manner, But. Contractor shall apply his own methods and manner, free from control and direction of Montgomery, except as to inspection and acceptance of the product and service.
7. Contractor shall provide services as defined in Exhibit "A" attached.
8. Contractor or Montgomery may terminate this Agreement for any reason upon giving written notice, except the indemnity provisions of this Agreement shall

survive a termination and continue until the applicable statute of limitations has run on all potential claims.

9. This Agreement shall not be assigned by either party, except with express written consent of the non-assigning party.
10. Contractor agrees to indemnify and hold harmless Montgomery from any injuries to any persons arising under the course of this Agreement.
11. To the extent permitted by Paragraph 9, this Agreement shall be binding on heirs, personal representatives, legatees and devisees of the parties.
12. This Agreement shall be construed in accordance with and governed by the ordinances of the City of Montgomery, and the laws of the State of Texas.
13. The parties understand and acknowledge that this Agreement contains all the understandings of the parties and constitutes the full agreement of the parties.

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

CITY OF MONTGOMERY

Home Focus: Barbie Joerg

Barbie Joerg

Jack Yates, City Administrator

Barbie Jorge

(SEAL)

ATTEST:

Susan Hensley, City Secretary

Exhibit "A"

Contractor will be paid, within two weeks of invoice submittal, a fee of \$ 25.00 per hour fee. Portions of hours billed will be paid proportional to the part of an hour.

The services to be provided are: Exploration and Implementation of DISTRX beacon system for merchants and historical markers purposes. Gather information on how these beacons operate in regards to computers/smartphones/ iPads, etc. Estimate includes: 30 merchant beacons, 20 stop/interaction beacons, Launch Kits, operational instructions on how they are loaded with information, and a review and presentation of how the beacons are to be purchased. (Bid includes the purchase of.

Beacons are expected to arrive within 10 business days from date deposit has been received. MEDC and Home Focus are expected to coordinate a mutually agreed upon time and date for review, presentation and launch of beacons.

This project requires City Administrator approval prior to a billed amount of \$3,000.

Payment will be made promptly, within two weeks of billing and acceptance, by the City.

Physical Address:
14375 Liberty St., Ste. 103
Montgomery, TX 77356-4669

Mailing Address:
P.O. Box 1118
Montgomery, TX 77316

Montgomery City Council
AGENDA REPORT

Meeting Date: May 15, 2017	Budgeted Amount:
Department:	
Prepared By: Jack Yates City Administrator	Exhibits: Adjustments to \$45,000 “Staffing Line Item”, Budget Amendments
Date Prepared: May 11, 2017	

Subject

This is the proposal for one to do the \$45,000 Staffing line item expenses as discussed last month and to amend the budget.

Description

The adjustments to \$45,000 Staffing the budget is based on the work plan for e the Marketing/Tourism staff person work plan – – in other words what you said that they were going to be doing. What is on the sheet is these activities divided up among the budget to various line items as described.

The Budget Amendments page shows the line items from the \$45,000 Staffing items plus other amendments as noted in the comments section.

Recommendation

Reach agreement about the budget categories that are proposed for \$45,000 and discuss the budget amendments.

Montgomery City Council
AGENDA REPORT

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Approve By		
City Administrator	Jack Yates	Date: May 11, 2017

MONTGOMERY ECONOMIC DEVELOPMENT CORP.
STATEMENT OF INCOME, EXPENDITURES AND CHANGES IN NET ASSETS

Montgomery Economic Development Corporation				changes
Budget Amendments				
	2016-17 BUDGET	YEAR-TO DATE	AMENDMENT PROPOSED	COMMENTS
Beginning net assets (fund balance)	\$ 697,140	\$ 769,472	\$ 769,473	\$769,472 is Actual Carryover to 2016-17
Income				
Sales tax (one-half of one percent)	\$ 557,000	\$ 262,120	\$ 510,000	Not including Kroger- at all
Interest income	\$ 500	\$ 871	\$ 500	
Miscellaneous				
Total Income	\$ 557,500	\$ 262,991	\$ 510,500	
Total Appropriable Funds	\$ 1,254,640	\$ 796,555	\$ 1,279,973	
Expenditures				
Public Infrastructure (Category 1)				
Downtown Development Improvements	\$ 35,000	\$ 24,382	\$ 35,000	
Utility extensions	\$ 200,000	\$ 15,000	\$ 930,000	Includes McCoy's (\$100,000), Pizza Shack (\$75,000), (\$120,000) Heritage Medical Facility, Miniature Golf \$15,000, Other (\$20,000)
Flagship Development Improvements	\$ 10,000	\$ 9,800	\$ 10,000	
Transfer to Debt Service	\$ 127,500	\$ 63,750	\$ 127,500	
Total Infrastructure	\$ 372,500	\$ 112,932	\$ 502,500	
Business Development and Retention (Category 2)				
Sales Tax Reimbursement	\$ 67,000	\$ -	\$ -	
Economic Development Grant Program	\$ 20,000	\$ -	\$ 20,000	
Total Business Development	\$ 87,000	\$ -	\$ 87,000	
Quality of Life (Category 3)				
Seasonal Decorations	\$ 3,000	\$ 1,399	\$ 12,000	\$6,800 for 4' extension, \$2,200 decorations
Christmas Lighting, Civic Association	\$ 1,600	\$ 2,543	\$ 1,600	
Walking Tour	\$ 6,000	\$ -	\$ 9,000	Plus \$3,000 to Home Focus
Downtown Enhancement Projects	\$ 25,000	\$ -	\$ 25,000	
Removal of Blight	\$ 25,000	\$ 9,758	\$ 25,000	
Downtown signs	\$ 1,000	\$ -	\$ 1,000	
Fernland Improvements	\$ 5,000	\$ -	\$ 5,000	
Heritage Village Detention Pond Improvements	\$ 10,000	\$ 10,450	\$ 10,000	
Total Quality of Life	\$ 76,000	\$ 24,150	\$ 88,600	
Marketing and Tourism (Category 4)				
Promotional Video	\$ 1,000	\$ 1,900	\$ 1,000	
Website	\$ -	\$ -	\$ 5,000	Home Focus -- Experience Montgomery website
Brochures/Printed Literature	\$ 8,000	\$ 3,747	\$ 13,000	Plus \$2,000 Home Focus, \$3,000 printing
Christmas in Montgomery	\$ 5,000	\$ 5,000	\$ 5,000	
Wine and Music Festival	\$ 10,000	\$ -	\$ 10,000	
Antique Show and Festival	\$ 10,000	\$ 10,000	\$ 10,000	
Texian Heritage Festival	\$ 8,000	\$ 8,000	\$ 8,000	
Total Marketing and Tourism	\$ 42,000	\$ 28,647	\$ 52,000	
Administration (Category 5)				
Transfers to City General Fund	\$ 37,500	\$ 18,750	\$ 37,500	
Montgomery Area Chamber of Commerce Office	\$ 32,000	\$ 17,966	\$ 32,000	
Staffing	\$ 45,000	\$ -	\$ -	
Internships	\$ -	\$ -	\$ 10,000	New Line Item added
Miscellaneous Expense	\$ 6,000	\$ 2,807	\$ 6,000	
Consulting (Professional Services)	\$ 15,000	\$ 1,030	\$ 33,500	Plus \$18,500 to Home Focus, others
Travel and Training	\$ 3,500	\$ 1,903	\$ 3,500	
Total Administration	\$ 139,000	\$ 42,456	\$ 122,500	
Total Expenditures	\$ 717,100	\$ 208,185	\$ 852,600	
Ending Net Assets (fund Balance)	\$ 537,540	\$ 588,370	\$ 427,373	

BUDGET AMENDMENTS

ADJUSTMENTS TO \$45,000 "STAFFING" LINE ITEM

NEW ADD LINE ITEM	AMOUNT	ACTIVITY	BUDGET CATEGORY
Website - New	\$ 5,000	Building Website	Marketing/Tourism
Walking Tour - existing	\$ 3,000	Walking Tour	Quality of Life
Consullting - Existing	\$ 5,500	Support for Local Organizations Hosting Event	Marketing/Tourism
Brochures/printed Literature -existing	\$ 3,000	Produce Tourist Information	Marketing/Tourism
Brochures/printed Literature -existing	\$ 3,000	Liason Locals w/design, Printing of Marketing Materials	Marketing/Tourism
Consultant - Existing	\$ 3,000	Devise & Plan Tours, Arrange itineraries	Administration
Consultant - Existing	\$ 2,500	Maintain Website Monthly	Administration
Consultant- Existing	\$ 4,000	Work w/various Districts and Retail Segments to Enhance Marketing	Administration
Consultant- Existing	\$ 3,500	Collect /analyze Data to Direct Marketing to Target Audiences and Create Marketing Plans, Marketing Area of City	Administration
Create New Internship Line Item	\$ 10,000		Administration
Consultant - Existing	\$ 2,500	Assist City Adm.Ec.Dev. Director in Strategic Planning Projects, Budget Preparation	Administration
	\$ 45,000.00		

Montgomery City Council
AGENDA REPORT

Meeting Date: May 15, 2017	Budgeted Amount:
Department:	
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: May 11, 2017	

Subject

This is to schedule a public hearing in order to amend the budget as required by state law

Description

The law requires a public hearing to amend the MEDC budget. I suggest your next meeting date of June 19th.

Recommendation

Call a public hearing to be held June 19 in order to discuss the possibility of amending the budget.

Approve By

City Administrator	Jack Yates	Date: May 11, 2017
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