

March 7, 2016
Dickinson Economic
Development Corporation,
Regular Meeting
6:30 p.m.



Darrell Carney, President
Mike Reinschmidt, Vice President
Libby Moreno, Secretary
Jennifer Lawrence

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

Robert Donley
Chris Tucker
Mark Martelli
Julie M. Robinson, Executive
Director

March 7, 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, March 7, 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. Regular

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

ITEM 2.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of the Minutes of Dickinson Economic Development Corporation of:

A. February 8, 2016 Regular Board Meeting

ITEM 3.) BRIEFING AND DISCUSSION CONCERNING:

A. Economic Development Update

ITEM 4.) BRIEFING AND DISCUSSION CONCERNING: Bay Area Houston Economic Partnership Monthly Update.

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 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.**

ITEM 6.) 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 2015-2016 TO PROMOTE PUBLIC**

INTEREST, TOURISM, RECREATION AND THE GENERAL IMPROVEMENT OF THE COMMUNITY OF THE CITY OF DICKINSON, TEXAS.

ITEM 7.) PUBLIC HEARING: The Corporation will receive public comments regarding the following proposed project:

The Development Of A Retail Trade Center

- A. Presentation of the Project
- B. Those in Favor
- C. Those Opposed

ITEM 8.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number XXX-2016 - **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF DICKINSON, TEXAS APPROVING DEVELOPMENT OF A RETAIL TRADE CENTER AS A PROJECT OF THE CORPORATION; MAKING CERTAIN FINDINGS THAT SUCH PROJECT WILL PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS DEVELOPMENT THAT WILL CREATE OR RETAIN JOBS IN THE CITY OF DICKINSON; AND APPROVING EXPENDITURES FOUND BY THE BOARD OF DIRECTORS TO BE REQUIRED OR SUITABLE AND NECESSARY TO PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS DEVELOPMENT, INCLUDING LAND, BUILDINGS, EQUIPMENT, FACILITIES, EXPENDITURES, TARGETED INFRASTRUCTURE, AND IMPROVEMENTS.**

ITEM 9.) 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 10.) RECONVENE

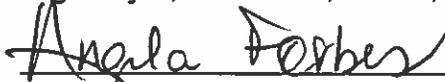
ITEM 11.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters discussed in Executive Session

ITEM 12.) FUTURE AGENDA ITEMS

ITEM 13.) ADJOURN

CERTIFICATION

This is to certify that a copy of the Notice of the Dickinson Economic Development Corporation Meeting for March 7, 2016, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the 3rd day of March, 2016, prior to 6:30 p.m.



Angela Forbes, Economic Development Coordinator

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: March 7, 2016
Regular Meeting**

<u>BOARD</u>	<u>PRESENT</u>	<u>ABSENT</u>
Darrell Carney	_____	_____
Mike Reinschmidt	_____	_____
Libby Moreno	_____	_____
Robert Donley	_____	_____
Chris Tucker	_____	_____
Mark Martelli	_____	_____
Jennifer Lawrence	_____	_____

MAKE NOTE ON RECORDING: THE FOLLOWING ALSO ARE IN ATTENDANCE:

Executive Director, Julie M. Robinson	_____	_____
Economic Development Coordinator, Angela Forbes	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

AGENDA

ITEM 2

Darrell Carney, President
Mike Reinschmidt, Vice President
Libby Moreno, Secretary
Jennifer Lawrence

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

Robert Donley
Chris Tucker
Mark Martelli
Julie M. Robinson, Executive
Director

February 8, 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, February 8, 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. Regular

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

President Darrell Carney called the meeting to order at 6:32 p.m. Economic Development Coordinator Angela Forbes called roll and certified a quorum. Board Members present were as follows: Darrell Carney, Mike Reinschmidt, Libby Moreno, Robert Donley, Mark Martelli and Chris Tucker. Director Jennifer Lawrence was absent. Also present were Executive Director Julie Robinson, Economic Development Coordinator Angela Forbes and Administrative Services Manager Stephanie Russell.

ITEM 2.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of the Minutes of Dickinson Economic Development Corporation of:

A. January 19, 2016 Regular Board Meeting

Director Reinschmidt made a motion to approve the Minutes of the January 19, 2016 Regular Board Meeting. The motion was seconded by Director Donley.

VOTE:

6 AYES (Carney, Reinschmidt, Martelli, Moreno, Tucker, Donley)

0 NAYS

MOTION PASSED

B. February 1, 2016 Special Joint Meeting with City Council

Director Tucker made a motion to approve the Minutes of the February 1, 2016 Special Joint Meeting with City Council. The motion was seconded by Director Reinschmidt.

VOTE:

6 AYES (Carney, Reinschmidt, Martelli, Moreno, Tucker, Donley)

0 NAYS
MOTION PASSED

ITEM 3.) BRIEFING AND DISCUSSION CONCERNING: Executive Director's Briefing

- A. Economic Development Update
- B. Update on the Adopt-a-Street Program
- C. Update on the Visual Improvement Program
- D. Update on status of the Building located on the Hughes Road Property

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

ITEM 4.) BRIEFING AND DISCUSSION CONCERNING: Bay Area Houston Economic Partnership Monthly Update.

Marketing Manager Barbara Cutsinger with Bay Area Houston Economic Partnership provided a briefing on current projects around the area BAHEP serves. Board members took no formal action in this matter.

ITEM 5.) BRIEFING AND DISCUSSION CONCERNING: Quarterly Financial and Investment Report for Quarter Ending December 31, 2015.

Administrative Services Manager Stephanie Russell provided the Board with the Quarterly Financial and Investment Report for Quarter Ending December 31, 2015.

ITEM 6.) DISCUSSION AND DISCUSSION CONCERNING: Possible Proposal For Additional Work In 2016 By The Retail Coach.

Aaron Farmer with The Retail Coach presented a power point to update the Board and propose additional work in 2016 by The Retail Coach. There was a discussion concerning different aspects of the proposed work to be done by The Retail Coach including:

- Identifying 10-15 sites to focus on;
- Capping expenses at \$1,500.00;
- The Retail Coach making a minimum of 3 trips to Dickinson to evaluate the sites (1 trip per quarter), and such trips would be scheduled to coincide with the Board meetings to enable The Retail Coach to update the Board in person at least 3 times;
- Providing monthly written updates for the Board; and

It was the consensus of the Board to consider a proposal from The Retail Coach for possible additional work to be performed in 2016. Mr. Farmer answered questions from the Board and stated he would email a formal proposal to Executive Director Julie Robinson and Board President Darrell Carney.

ITEM 7.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number XXX-2016 - **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) APPROVING AN ECONOMIC DEVELOPMENT GRANT AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND LILLEY INVESTMENTS, LLC, FOR THE REIMBURSEMENT OF \$107,000.00 FOR BULK HEADING RELATED TO THE CONSTRUCTION OF A NEW BUSINESS IN DICKINSON, TEXAS, AND AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE SUCH AGREEMENT.**

President Carney read the resolution by caption only. Board Member Moreno made a motion to approve the resolution, and Board Member Donley seconded the motion.

VOTE:

6 AYES (Carney, Reinschmidt, Martelli, Moreno, Tucker, Donley)
0 NAYS

ITEM 8.) 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 meeting into Executive Session at 7:15 PM.

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.

ITEM 9.) RECONVENE

President Darrell Carney reconvened the meeting at 8:01 PM.

ITEM 10.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters discussed in Executive Session

No action was taken.

ITEM 11.) FUTURE AGENDA ITEMS

No action was taken

ITEM 12.) ADJOURN

Director Reinschmidt made a motion to adjourn the meeting at 8:02 p.m., and the motion was seconded by Director Donley.

VOTE:

6 AYES (Carney, Reinschmidt, Martelli, Moreno, Tucker, Donley)

0 NAYS

MOTION PASSED

PASSED, APPROVED AND ADOPTED this the 7th day of March, 2016.

Darrell Carney, President

AGENDA

ITEM 3

AGENDA

ITEM 4

AGENDA

ITEM 5

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

MEETING DATE March 7, 2016

TOPIC:	<p>RESOLUTION NUMBER XXX-2016</p> <p>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.</p>
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BACKGROUND:	<p>During the budget preparation for Fiscal Year 2014-2015, the Board decided to consolidate the funding for the sub-line items under ED Grants and Projects into one line item. This included the \$5,000.00 for Keep Dickinson Beautiful, Inc.</p> <p>During budget discussions for Fiscal Year 2015-2016, 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 2015-2016 and would approve the \$5,000.00 funding level.</p>
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RECOMMENDATION:	Staff recommends approval of the Resolution.
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ATTACHMENTS:	<ul style="list-style-type: none"> • Resolution Number XXX-2016
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FUNDING ISSUES	<input type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input checked="" type="checkbox"/> Full Amount already budgeted.
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SUBMITTING STAFF MEMBER	EXECUTIVE DIRECTOR APPROVAL
Angela Forbes, Economic Development Coordinator	

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

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 2015-2016 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 7TH day of March, 2016.

Darrell Carney, President
Board of Directors

ATTEST:

Libby Moreno, Secretary
Board of Directors

EXHIBIT “A”

TO

RESOLUTION XXX-2016

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 7th day of March 2016.

Darrell Carney, President
Dickinson Economic Development Corporation

President
Keep Dickinson Beautiful, Inc.

ATTEST:

Libby Moreno, Secretary
Dickinson Economic Development Corporation

AGENDA

ITEM 6

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

MEETING DATE March 7, 2016

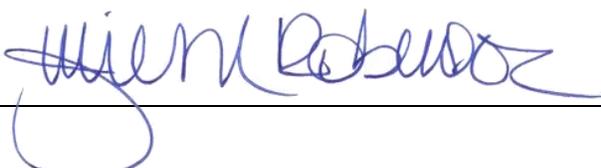
TOPIC:	<p>RESOLUTION NUMBER XXX-2016</p> <p>A RESOLUTION OF THE BOARD OF DIRECTORS OF THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION (DEDC) AUTHORIZING THE PRESIDENT OF THE BOARD TO EXECUTE AN AGREEMENT BY AND BETWEEN THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION AND DICKINSON FESTIVAL OF LIGHTS SOCIETY, INC. FOR FISCAL YEAR 2015-2016 TO PROMOTE PUBLIC INTEREST, TOURISM, RECREATION AND THE GENERAL IMPROVEMENT OF THE COMMUNITY OF THE CITY OF DICKINSON, TEXAS.</p>
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BACKGROUND:	<p>During the budget preparation for Fiscal Year 2014-2015, the Board decided to consolidate the funding for the sub-line items under ED Grants and Projects into one line item. This included the \$15,000.00 for Festival of Lights, Inc.</p> <p>During budget discussions for Fiscal Year 2015-2016, the Board supported the same level of funding for Festival of Lights, Inc. This agenda item would approve the standard annual agreement with Festival of Lights, Inc. for Fiscal Year 2015-2016 and would approve the \$15,000.00 for the 2015 event.</p>
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RECOMMENDATION:	Staff recommends approval of the Resolution.
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ATTACHMENTS:	<ul style="list-style-type: none"> • Resolution Number XXX-2016 • Copy of Festival of Lights 2016 Budget
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FUNDING ISSUES	<input type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input checked="" type="checkbox"/> Full Amount already budgeted.
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SUBMITTING STAFF MEMBER	EXECUTIVE DIRECTOR APPROVAL
Angela Forbes, Economic Development Coordinator	

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

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 2015-2016 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 7TH day of March, 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 2015-2016 budget year an amount of \$15,000.00, with appropriations to commence on the 1st day of October, 2015, 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, 2016, 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 7th day of March, 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)
Revenue:			
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
Less: Expenses			
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	
	Revenue	Expense	Gain/(Loss)
Less: Assets Purchased			
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	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
Total Assets Purchased		\$ -	<u>\$ 26,000.00</u>
		\$ -	
Excess of Revenue over Expenditure		\$ -	<u>\$ (6,960.00)</u>
Beginning Cash Balance			<u>\$ 12,013.00</u>
Ending Cash Balance			<u>\$ 5,053.00</u>

AGENDA

ITEM 7

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

MEETING DATE March 7, 2016

TOPIC:	PUBLIC HEARING ON PROPOSED PROJECT: DEVELOPMENT OF A RETAIL TRADE CENTER
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BACKGROUND:	<p>Pursuant to Section 505.159 of the Texas Local Government Code, DEDC must hold at least one public hearing on a proposed project before spending money on the project. The Notice of Project and Notice of Public Hearing that is provided with this agenda item was published in the <i>Galveston Daily News</i> on Sunday, March 6, 2016.</p> <p>The proposed project is the development of a retail trade center in Dickinson, including land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements that will promote or develop new or expanded business development. At this time, the estimated amount of expenditures for the project is \$2,000,000.00.</p> <p>This public hearing meets the requirements of Section 505.159 of the Texas Local Government Code.</p>
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RECOMMENDATION:	None
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ATTACHMENTS:	<ul style="list-style-type: none"> • Notice of Project and Notice of Public Hearing Published in Galveston Daily News on March 6, 2016
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FUNDING ISSUES	<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Not budgeted <input type="checkbox"/> Full Amount already budgeted.
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SUBMITTING STAFF MEMBER	EXECUTIVE DIRECTOR APPROVAL
Julie M. Robinson, Executive Director	

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

**ECONOMIC DEVELOPMENT CORPORATION OF
THE CITY OF DICKINSON, TEXAS
NOTICE OF PROJECT AND NOTICE OF PUBLIC HEARING**

The Economic Development Corporation of the City of Dickinson, Texas (“Corporation”) hereby gives notice pursuant to Section 505.159 of the Texas Local Government Code that the Corporation plans to adopt as a project the following:

The development of a retail trade center (the “Project”), including land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements that will promote or develop new or expanded business development.

The estimated amount of expenditures for the Project is Two Million Dollars and Zero Cents (\$2,000,000.00).

The Corporation hereby gives notice that it will conduct a public hearing to solicit citizen input on the proposed Project. The public hearing shall be held at 6:30 p.m. on Monday, March 7, 2016, in the Council Chambers at Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539. Interested citizens are invited to attend and will be given an opportunity to be heard.

AGENDA

ITEM 8

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

MEETING DATE March 7, 2016

TOPIC: **RESOLUTION NUMBER XXX-2016**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF DICKINSON, TEXAS APPROVING DEVELOPMENT OF A RETAIL TRADE CENTER AS A PROJECT OF THE CORPORATION; MAKING CERTAIN FINDINGS THAT SUCH PROJECT WILL PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS DEVELOPMENT THAT WILL CREATE OR RETAIN JOBS IN THE CITY OF DICKINSON; AND APPROVING EXPENDITURES FOUND BY THE BOARD OF DIRECTORS TO BE REQUIRED OR SUITABLE AND NECESSARY TO PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS DEVELOPMENT, INCLUDING LAND, BUILDINGS, EQUIPMENT, FACILITIES, EXPENDITURES, TARGETED INFRASTRUCTURE, AND IMPROVEMENTS.

BACKGROUND: In the previous agenda item, the Board held a public hearing on a proposed DEDC project for the development of a retail trade center.

The proposed Resolution would formally adopt the development of a retail trade center as a project of DEDC. If approved, then pursuant to Section 505.303 of the Texas Local Government Code, the Dickinson City Council must adopt a resolution authorizing the project. Such a resolution will be on the City Council's agenda for Tuesday, March 8, 2016. If approved by the City Council, the Resolution authorizing the project must be read twice.

RECOMMENDATION: Staff recommends approval of the Resolution.

ATTACHMENTS: • Resolution Number XXX-2016

FUNDING ISSUES Not applicable
 Not budgeted – If approved, the project would be included in an Amended Budget for FY 2015-2016 and the FY 2016-2017 budget as needed
 Full Amount already budgeted.

SUBMITTING STAFF MEMBER	EXECUTIVE DIRECTOR APPROVAL
Julie M. Robinson, Executive Director	

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

RESOLUTION NUMBER XXX-2016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF DICKINSON, TEXAS APPROVING DEVELOPMENT OF A RETAIL TRADE CENTER AS A PROJECT OF THE CORPORATION; MAKING CERTAIN FINDINGS THAT SUCH PROJECT WILL PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS DEVELOPMENT THAT WILL CREATE OR RETAIN JOBS IN THE CITY OF DICKINSON; AND APPROVING EXPENDITURES FOUND BY THE BOARD OF DIRECTORS TO BE REQUIRED OR SUITABLE AND NECESSARY TO PROMOTE OR DEVELOP NEW OR EXPANDED BUSINESS DEVELOPMENT, INCLUDING LAND, BUILDINGS, EQUIPMENT, FACILITIES, EXPENDITURES, TARGETED INFRASTRUCTURE, AND IMPROVEMENTS.

* * * * *

WHEREAS, the Board of Directors of the Economic Development Corporation of the City of Dickinson, Texas hereby finds and determines that this project will be used for one or more of the projects authorized by Chapters 501 and 505 of the Texas Local Government Code; and

WHEREAS, the Board of Directors of the Economic Development Corporation of the City of Dickinson, Texas finds this project will promote or develop new or expanded business development that will create or retain jobs in the City of Dickinson; now therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF DICKINSON, TEXAS, THAT:

Section 1. The facts and matters contained in the preamble are hereby found to be true and correct.

Section 2. The Board of Directors of the Economic Development Corporation of the City of Dickinson, Texas, does hereby approve as a project of the Corporation the development of a retail trade center.

Section 3. The Board of Directors of the Economic Development Corporation of the City of Dickinson does hereby find that the above project will promote or develop new or expanded business development that will create or retain jobs, and that certain expenditures for the project, including the land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements are required or suitable for the above-described purposes.

Section 4. The estimated amount of expenditures for the project is **Two Million Dollars and Zero Cents (\$2,000,000.00).**

Section 5. A public hearing before the Economic Development Corporation of the City of Dickinson, Texas, was called regarding the proposed Project, and said public hearing will be held at approximately 6:30 p.m., on Monday, March 6, 2016, in the Council Chambers at Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539.

Section 6. A notice of such public hearing was published in a newspaper of general circulation within the City of Dickinson, Texas, in the form attached hereto as Exhibit "A."

PASSED, APPROVED AND RESOLVED on this the ____ day of _____, 2016.

Darrell Carney, President
Board of Directors

ATTEST:

Elizabeth Moreno, Secretary
Board of Directors

EXHIBIT "A"
ECONOMIC DEVELOPMENT CORPORATION OF
THE CITY OF DICKINSON, TEXAS
NOTICE OF PROJECT AND NOTICE OF PUBLIC HEARING

The Economic Development Corporation of the City of Dickinson, Texas ("Corporation") hereby gives notice pursuant to Section 505.159 of the Texas Local Government Code that the Corporation plans to adopt as a project the following:

The development of a retail trade center (the "Project"), including land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements that will promote or develop new or expanded business development.

The estimated amount of expenditures for the Project is Two Million Dollars and Zero Cents (\$2,000,000.00).

The Corporation hereby gives notice that it will conduct a public hearing to solicit citizen input on the proposed Project. The public hearing shall be held at 6:30 p.m. on Monday, March 7, 2016, in the Council Chambers at Dickinson City Hall, 4403 Highway 3, Dickinson, Texas 77539. Interested citizens are invited to attend and will be given an opportunity to be heard.

AGENDA

ITEM 9

EXECUTIVE SESSION

RECESS TIME: _____

AGENDA

ITEM 10

RECONVENE

TIME: _____

AGENDA

ITEM 11

AGENDA

ITEM 12

AGENDA

ITEM 13

ADJOURN

TIME: _____

MOTION: _____

SECOND: _____

VOTE _____

FYI

Dickinson Economic Development Corporation

Monthly Financial Report

Period Ending January 31, 2016

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

Account Name	FY 15-16 Original Budget	FY 15-16 Actuals Year to Date	Actuals (Under)/Over Budget	% of Budget
REVENUE				
Sales Tax Revenue	1,433,700	390,308	(1,043,392)	27.2%
Rental Income	9,000	1,225	(7,775)	13.6%
Interest Income	1,500	764	(736)	50.9%
TOTAL REVENUE	1,444,200	392,297	(1,051,903)	27.2%
EXPENDITURES				
Capital Outlays				
Computers/Office Equipment	3,000	-	(3,000)	0.0%
Contractual Payments	26,027	1,400	(24,627)	5.4%
Real Property Acquisition	458,121	504,005	45,884	110.0%
Total Capital Outlays	487,148	505,405	18,257	103.7%
Contract Services				
ED Consulting	10,000	415	(9,585)	4.2%
Financial & Auditing	1,000	250	(750)	25.0%
GIS	2,900	-	(2,900)	0.0%
Legal	7,500	-	(7,500)	0.0%
Multimedia Services	500	-	(500)	0.0%
Branding & Marketing Study	75,000	-	(75,000)	0.0%
Demolition Services	54,525	-	(54,525)	0.0%
Total Contract Services	151,425	665	(150,760)	0.4%
Debt Service				
Interest	12,705	12,705	-	100.0%
Principal	50,000	50,000	-	100.0%
Total Debt Service	62,705	62,705	-	100.0%
Projects & Programs				
Cedar Oaks	75,000	9,550	(65,450)	12.7%
Hughes Road	10,000	840	(9,160)	8.4%
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%
Visitor Information Kiosk	25,000	-	(25,000)	0.0%
Adopt-A-Street Program	3,820	-	(3,820)	0.0%
Project & Property Design Fees	50,000	-	(50,000)	0.0%
ED Grants & Projects	57,500	39,246	(18,254)	68.3%
Total Projects & Programs	290,320	49,636	(240,684)	17.1%

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

Account Name	FY 15-16 Original Budget	FY 15-16 Actuals Year to Date	Actuals (Under)/Over Budget	% of Budget
Museum-Tourism				
Building & Property Maintenance	35,950	18,659	(17,291)	51.9%
Dues, Subscriptions & Books	900	-	(900)	0.0%
Marketing & Advertising	5,000	-	(5,000)	0.0%
Museum Exhibits	1,000	-	(1,000)	0.0%
Office Supplies	5,500	1,266	(4,234)	23.0%
Property/Liability Insurance	10,000	-	(10,000)	0.0%
Storage Rental	2,400	-	(2,400)	0.0%
Utilities	20,000	3,694	(16,306)	18.5%
Total Museum-Tourism	80,750	23,619	(57,131)	29.2%
DEDC Administration/Operations				
Building Maintenance	500	-	(500)	0.0%
Bank Service Charges	367	164	(203)	44.7%
Dues, Subscriptions & Books	5,500	1,168	(4,332)	21.2%
Information Technology	13,850	5,972	(7,878)	43.1%
Marketing & Promotions	20,000	16,125	(3,875)	80.6%
Office Space Rental	3,000	750	(2,250)	25.0%
Office Supplies & Postage	2,502	400	(2,102)	16.0%
Personnel Services	184,231	46,058	(138,173)	25.0%
Public Official/E&O Insurance	1,167	-	(1,167)	0.0%
Travel & Training	11,489	7,664	(3,825)	66.7%
Utilities	2,492	500	(1,992)	20.1%
Total Admin./Operations	245,098	78,802	(166,296)	32.2%
TOTAL EXPENDITURES	1,317,446	720,832	(596,614)	
REVENUE - EXPENDITURES	126,754	(328,535)	(455,289)	

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

ASSETS

Current Assets

Cash & Investments

BBVA Operating Account	246,821
BBVA Money Market Account	285,191
Hometown Bank - Checking	15,442
Hometown Bank - CD	250,000
Texas First Bank - CD	250,000
TexPool	116,568

Total Cash 1,164,023

Accounts Receivable

Sales Tax Receivable	137,469
Other Accounts Receivable	4,500

Total Accounts Receivable 141,969

Total Current Assets \$ 1,305,992

TOTAL ASSETS \$ 1,305,992

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Due to City of Dickinson	-
Accounts Payable	5,276
Rental Deposits	600

Total Accounts Payable \$ 5,876

Total Current Liabilities \$ 5,876

Total Liabilities \$ 5,876

Equity

Fund Balance	1,628,651
Net Income	(328,535)

Total Equity \$ 1,300,116

TOTAL LIABILITIES & EQUITY \$ 1,305,992

**Unaudited*



Your input is very important to us. Please fill out this comment card.

Date: 2-18-16

Business Name: T-mobile 4845 operated by Ritmo Wireless ^{LATINO}

Address: 3600 Gulf Freeway

City: Dickinson State: Tx Zip: 77539

Phone: 281-972-0076 Fax: _____

Cell: _____

Email: _____

Website: Ritmo Latino Wireless.com

Let us know how we performed.

1. When opening your business, how was your permitting process?

Outstanding Satisfactory Below Satisfactory N/A

2. How were you treated by staff during your permitting process?

Outstanding Satisfactory Below Satisfactory N/A

3. What suggestions do you have for City staff in facilitating your operational needs?

N/A

4. What made you choose to open or expand your business in Dickinson?

N/A

