

Regular Meeting of the Huntington Economic Development Corporation

Agenda for January 17, 2017 Meeting
12:00 pm - @ Huntington City Hall

1. Call to order by President, JoAnn Ricks.
2. Invocation.
3. Public Forum.
4. Reading of correspondence and announcements.
5. Presentation and approval of September, 2016 minutes.
6. Presentation and approval of December, 2016 financial statement.
7. Old Business:
8. New Business:
 - Discussion with possible action to reappoint or replace Board members whose term has elapsed.
 - Discussion with possible action regarding replacement of missing street signs.
 - Discussion with possible action regarding updated signs for Christmas light judging this coming December.
9. Bill Stewart will give an update on the Economic Development conference he attended in Bastrop, Texas on November 16-18.
10. Items for Discussion:
 - Business closings and new businesses coming into the City.
11. General comments/discussion.
12. Adjourn.

I, the undersigned authority, do hereby certify that the Notice of Meeting was posted on the bulletin board of the City of Huntington's Public Post Office, the front entrance of City Hall and the City's website, places convenient and readily accessible to the general public at all times, and that said notice was posted and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.



Julie Davis, Board Secretary

The City of Huntington encourages all citizens to participate in its governing body meetings. If anyone requires any special accommodation in order to participate due to a disability, please provide notice to the City Secretary, Julie Davis, at (936) 422-4195 at least forty-eight (48) hours in advance of the meeting.

City of Huntington Economic Development Board
Minutes of the September 13, 2016 Meeting
Held at City Hall
12:00 pm

EDC President JoAnn Ricks called the meeting to order at 12:00 pm and welcomed everyone. All EDC members were present except Sundra Denman. City employee Julie Davis was also present.

PUBLIC FORUM - None

Motion made by Kristyn Wilke, seconded by Julie Litton, to approve the minutes from the July, 2016 meeting. Motion carried unanimously.

Motion made by Kristyn Wilke, seconded by George Kelly, to approve the financial report presented. Motion carried unanimously.

THE FOLLOWING BUSINESS OF THE HUNTINGTON EDC WAS CONDUCTED:

OLD BUSINESS:

Bill Stewart gave an update on the proprietors who had expressed interest in opening a new donut shop in Huntington. Unfortunately, they were unable to locate what they believed to be a suitable property and have backed out at this time.

NEW BUSINESS:

Item #1 Kristyn Wilke made a motion to move to a bi-monthly meeting schedule on odd numbered months. The motion was seconded by Cheryl Kvale and was approved by unanimous vote.

Item #2 City Secretary Julie Davis presented a proposed budget for the Board to review. After discussion of the budget George Kelley made a motion to adopt the fiscal year 2017 budget as presented, seconded by Kristyn Wilke. Motion carried by unanimous vote.

Item #3 It was brought the Board's attention by JoAnn Ricks that the City was still missing some of the red street signs that had been purchased and installed several years prior. As it turns out there were signs not ordered. After discussing how the EDC might pay for those signs it was decided that the money could come out of the Professional Services line item in the budget that had not been spent. Motion made by Julie Litton, seconded by Tanya Guajardo to pay for the signs in this manner. Motion carried by unanimous vote.

GENERAL COMMENTS AND DISCUSSION:

None.

JoAnn Ricks adjourned the meeting at 1:00 pm.

ATTEST:

Julie Davis, Board Secretary

City of Huntington
Statement of Revenue and Expenditures

Revised Budget
For Economic Development Corporation (08)
For the Fiscal Period 2017-3 Ending December 31, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
08-08-40125 EDC Sales Tax	\$ 0.00	\$ 7,002.87	\$ 110,000.00	\$ 27,059.61	75.40%
08-08-40799 Miscellaneous	0.00	0.00	0.00	0.00	0.00%
08-08-40910 Transfer from General Fund	0.00	0.00	0.00	0.00	0.00%
Total Economic Development Corporation Revenues	\$ 0.00	\$ 7,002.87	\$ 110,000.00	\$ 27,059.61	75.40%
Expenditures					
08-08-55010 Office Supplies	\$ 0.00	\$ 0.00	\$ 0.00	0.00	0.00%
08-08-55052 Meeting Provisions	0.00	0.00	250.00	0.00	100.00%
08-08-56010 Attorney Fees (Professional Services)	0.00	0.00	0.00	0.00	0.00%
08-08-56013 Contract Services	0.00	0.00	100,000.00	0.00	100.00%
08-08-56024 Membership Subscriptions	0.00	0.00	500.00	0.00	100.00%
08-08-56025 Travel/Training	0.00	501.40	2,500.00	654.40	73.82%
08-08-56026 Advertising	0.00	0.00	5,000.00	0.00	100.00%
08-08-56053 Administrative Expenses	0.00	0.00	6,000.00	0.00	100.00%
Total Economic Development Corporation Expenditures	\$ 0.00	\$ 501.40	\$ 114,250.00	\$ 654.40	99.43%
Economic Development Corporation Excess of Revenues O	\$ 0.00	\$ 6,501.47	\$ (4,250.00)	\$ 26,405.21	721.30%

City of Huntington
Statement of Revenue and Expenditures
 Revised Budget

For the Fiscal Period 2017-3 Ending December 31, 2016

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 0.00	\$ 7,002.87	\$ 110,000.00	\$ 27,059.61	75.40%
Total Expenditures	\$ 0.00	\$ 501.40	\$ 114,250.00	\$ 654.40	99.43%
Total Excess of Revenues Over Expenditures	\$ 0.00	\$ 6,501.47	\$ (4,250.00)	\$ 26,405.21	721.30%

City of Huntington General Ledger

Economic Development Corporation (08)
For the Fiscal Year 2017 Periods 1-3 Ending December 31, 2016

							Beginning Balance	Debit	Credit
08-08-10010 Economic Development Cash							109,565.60		
Trans action	Src	Typ	Date	Document Number	PO/Ref Number	Payor/ Vendor	Description	Debit	Credit
59630	GL	CR	10/31/16				Huntington EDC Sales Revenue for October 2016 General Fund ck#24100 - 10/31/2016	7,088.66	0.00
60114	GL	CR	11/30/16				EDC Sales Tax Revenue for November 2016 General Fund ck#24178 - 11/30/2016	12,968.08	0.00
60115	GL	CD	11/15/16				Bill Stewart ck#1231 - Meals per Diem to attend EDC Conference - 11/15/2016	0.00	153.00
60503	GL	CR	12/30/16				EDC Sales Tax Revenue for December 2016 General Fund ck#24288 - 12/30/2016	7,002.87	0.00
60504	GL	CD	12/15/16				Visa-Texas State Bank ck#1232 - Hotel expense/car rental/gas purchase for City Administrator Bill Stewart to attend EDC Conference from 11/16/2016 to 11/18/2016 - 12/15/2016	0.00	501.40
							Ending Balance	135,970.81	
Total Debits and Credits								27,059.61	654.40
Grand Total Debits and Credits								27,059.61	654.40

2
 CITY OF HUNTINGTON ECONOMIC DEVELOPMENT
 PO BOX 349
 HUNTINGTON TX 75949



ACCOUNT NUMBER

[REDACTED]

STATEMENT DATE

P.O. Box 1069
 Joaquin, TX 75954
 (936) 269-3121

Dec 31, 2016

Pg 1 of 1

SMALL BUSINESS

12/01/2016 Beginning Balance		116,501.26
1 Deposits/Other Credits	+	12,968.08
1 Checks/Other Debits	-	501.40
12/31/2016 Ending Balance	31 Days in Statement Period	128,967.94

----- Deposits/Other Credits -----

12/05/2016 Deposit		12,968.08
--------------------	--	-----------

----- Checks listed in numerical order; (*) indicates gap in sequence -----

Check	Date	Amount	Check	Date	Amount
1232	12/19	501.40			

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

----- Daily Ending Balance -----

12/01	116,501.26	12/05	129,469.34	12/19	128,967.94
-------	------------	-------	------------	-------	------------