

April 28, 2020
City Council
Regular Meeting
7:00 p.m.



SUPPLEMENTAL NOTICE OF MEETING BY TELEPHONE CONFERENCE:

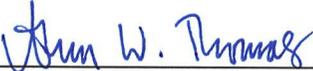
In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Dickinson, Texas will conduct the regular meeting scheduled at 7:00 p.m. on Tuesday, April 28, 2020 at 4403 Highway 3, Dickinson, Texas 77539 by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). [There will be no public access to the location described above.]

This supplemental written notice, the meeting agenda, and the agenda packet, are posted online at <http://www.ci.dickinson.tx.us/agendacenter>.

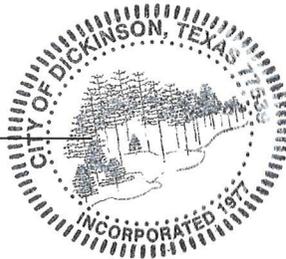
The public toll-free dial-in number to participate in the telephonic meeting is 833-403-1228, Conference ID: 966 458 402#.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.



Alun W. Thomas, City Secretary



Julie Masters, Mayor
Charles Suderman, Mayor Pro Tem
Sean Skipworth
Walter Wilson

AGENDA
City of Dickinson
CITY COUNCIL
REGULAR MEETING

Wally Deats
Louis Decker
William H. King III
Chris Heard, City Administrator

April 28, 2020

NOTICE is hereby given of a **REGULAR MEETING** of the City Council for the City of Dickinson, County of Galveston, State of Texas, to be held on **Tuesday, April 28, 2020**, at **7:00 p.m.** at: 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items.

In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Dickinson, Texas will **conduct the meeting by telephone conference** in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). **The public toll-free dial-in number to participate in the telephonic meeting is 833-403-1228, Conference ID: 966 458 402#.**

The City Council of the City of Dickinson, Texas, reserves the right to meet in a closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

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

ITEM 2.) INVOCATION

ITEM 3.) PLEDGE OF ALLEGIANCE

ITEM 4.) PROCLAMATIONS

ITEM 5.) ANNOUNCEMENTS AND PRESENTATIONS:

A. Council Comments.

ITEM 6.) REPORTS:

A. Quarterly Investment Report & Financials for Period Ending March 31, 2020 (Finance Director Kristen Woolley).

B. March Revenue & Expense Reports (Finance Director Kristen Woolley).

C. Update on Activities of the Houston-Galveston Area Council (Council Member King).

D. Update on Activities of the Dickinson Economic Development Corporation (Dickinson Economic Development Corporation Chief Executive Officer Scott Jones).

ITEM 7.) PUBLIC COMMENTS: At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.**

ITEM 8.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:
The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

A. Approval of the Minutes of the Regular Council Meeting of April 14, 2020.

ITEM 9.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number XXX-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, ACCEPTING THE OFFERS OF DEDICATION OF STREET RIGHT-OF-WAYS EASEMENTS AND IMPROVEMENTS AS SHOWN ON THE AMENDING PLAT OF BAYOU MAISON SUBDIVISION SECTION TWO AS RECORDED UNDER DOCUMENT NUMBER 2019009023, IN THE OFFICE OF THE COUNTY CLERK OF GALVESTON COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; PROVIDING A REPEALER CLAUSE, SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.**

ITEM 10.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance Number XXX-2020 – **AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING APPENDIX B, PAY GRADE CLASSIFICATION STRUCTURE FOR ALL EMPLOYEES, OF THE CITY OF DICKINSON PERSONNEL POLICY (2005) TO ESTABLISH THE POSITIONS AND PAY RANGES FOR CITY EMPLOYEES WHICH ALIGN WITH HOUSTON-GALVESTON AREA COUNCIL AVERAGES.** (First of Three Readings)

ITEM 11.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: The Dickinson Economic Development Corporation and City of Dickinson Employee Benefits and Administrative Services Interlocal Agreement.

ITEM 12.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of the Dickinson Economic Development Corporation Chief Executive Officer (“CEO”) and Executive Director’s Employment Agreement and the Funding Thereof, and Authorizing the Mayor to Sign the Agreement Acknowledging that the CEO Will be Receiving City Benefits.

ITEM 13.) EXECUTIVE SESSION: The City Council will now 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 551.071 – Consultation with Attorney regarding pending litigation and matters in which the duty of the City Attorney requires to be discussed in closed meeting.
- B. Section 551.072 – Deliberation Regarding Real Property – Discussion Regarding the Purchase, Exchange, Lease or Value of Real Property.

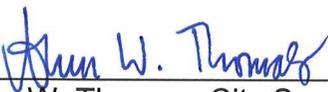
ITEM 14.) RECONVENE

ITEM 15.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters Discussed in Executive Session.

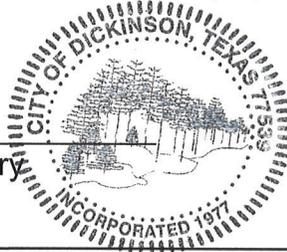
ITEM 16.) ADJOURN

CERTIFICATION

This is to certify that a copy of the Notice of the Regular City Council meeting for **Tuesday, April 28, 2020**, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this the 24th day of April, 2020, prior to 7:00 p.m.



Alun W. Thomas, City Secretary



In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending City Council 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.

ITEM 1

**Call to Order and
Certification of a
Quorum**

**CITY OF DICKINSON, TEXAS
CITY COUNCIL MEETING
ATTENDANCE LIST**

**MEETING DATE: April 28, 2020
Regular Meeting**

<u>MAYOR/COUNCIL</u>	<u>PRESENT</u>	<u>ABSENT</u>
MAYOR JULIE MASTERS	_____	_____
POS. 1: COUNCILMEMBER CHARLES SUDERMAN	_____	_____
POS. 2: COUNCILMEMBER SEAN SKIPWORTH	_____	_____
POS. 3: COUNCILMEMBER WALTER WILSON	_____	_____
POS. 4: COUNCILMEMBER WALLY DEATS	_____	_____
POS. 5: COUNCILMEMBER LOUIS DECKER	_____	_____
POS. 6: COUNCILMEMBER WILLIAM KING	_____	_____
 <u>ALSO IN ATTENDANCE:</u>		
City Attorney David W. Olson	_____	_____
City Administrator Chris Heard	_____	_____
Finance Director Kristen Woolley	_____	_____
City Secretary Alun W. Thomas	_____	_____
Interim Dir. of Community Dev. S. R. Burgess	_____	_____
Interim Public Works Director _____	_____	_____
Police Chief Ron Morales	_____	_____
EMS Director Derek Hunt	_____	_____
Fire Marshal Burt Heddles	_____	_____
Court Administrator Irma Rivera	_____	_____
Library Director Julianne Lane	_____	_____
Bayou Animal Services Manager Sarah Haywood	_____	_____
Assistant to the City Administrator Kerilyn Bascle	_____	_____

ITEM 2

Invocation

ITEM 3

Pledge of Allegiance

ITEM 4

Proclamations

ITEM 5

Announcements and Presentations

ITEM 5A

Council Comments

ITEM 6

Reports

ITEM 6A

**Quarterly Investment
Report & Financials for
Period Ending
March 31, 2020**

**Dickinson City Council
Agenda Item Data Sheet**

MEETING DATE: April 28, 2020

TOPIC:	Quarterly Investment Report & Financials for Period Ending March 31, 2020.
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BACKGROUND:	<p>Per the City's Investment Policy, the Investment Officer shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. This investment report covers the quarter ending March 31, 2020.</p> <p><u>Investment Report</u></p> <ul style="list-style-type: none"> ▪ As of March 31, 2020, the City has over \$9.7 million in cash and investments. ▪ The City has earned \$128,526 in interest to date. ▪ As of March 31, 2020, Capital One Bank pledged \$10,266,919 or 102% in collateral for excess of the \$250,000 secured by FDIC. <p><u>General Fund Summary</u></p> <ul style="list-style-type: none"> ▪ Sales Tax Revenue through the period is approx. \$3.9 million. ▪ Property Tax Revenue through the period is approx. \$3.6 million. ▪ Licenses and Permits revenues are on track for the current quarter. ▪ Court Fines and Fees are on track for the current quarter. ▪ Total Revenue is approx. \$8.6 million. ▪ Overall Expenditures are in-line with the budget for this period to-date. ▪ Overall, net Revenue less Expenditures is approx. \$1.6 million.
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RECOMMENDATION:	N/A
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ATTACHMENTS:	<ul style="list-style-type: none"> • Quarterly Investment and Financial Report for FY2019-2020 Period Ending March 31, 2020
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FUNDING ISSUES:	<input checked="" type="checkbox"/> Not applicable – no dollars are being spent or received. <input type="checkbox"/> Full amount already budgeted in Acct/Project# _____ <input type="checkbox"/> Not budgeted, if approved, the following will be included in the next Budget Amendment
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FINANCE VERIFICATION OF FUNDING:	N/A
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SUBMITTING STAFF MEMBER:	CITY ADMINISTRATOR APPROVAL:
Kristen Woolley, Finance 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



CITY OF DICKINSON

FY2019-2020

QUARTERLY INVESTMENT AND FINANCIAL REPORT

PERIOD ENDING MARCH 31, 2020

FY2020 Second Quarter Investment Report
Period Ended March 31, 2020

G/L Account	Description	Book Value	Current Interest Rate	Yield to Maturity	Maturity Date	Days to Maturity	Beginning Market Value for Period	Changes to Market Value	Ending Market Value for Period	Interest Paid YTD
Cash in Demand Accounts										
99-1120	Capital 1 - Operating Acct	\$ 3,206,691	0.40%	0.00%	Demand	1	\$ 1,289,417	\$ 1,917,274	\$ 3,206,691	\$ 1,431
01-1121	Capital 1 - Supplemental Acct	\$ 1,875,541	0.40%	0.00%	Demand	1	\$ 2,821,901	\$ (946,360)	\$ 1,875,541	\$ 5,709
15-1120	Capital 1 - PID#1 Acct	\$ 789,267	0.40%	0.00%	Demand	1	\$ 533,402	\$ 255,865	\$ 789,267	\$ 959
02-1270	Capital 1 - Debt Service	\$ 248,843	0.40%	0.00%	Demand	1	\$ 136,693	\$ 112,150	\$ 248,843	\$ 339
03-1255	Capital 1 - State Narcotics	\$ 9,225	0.40%	0.00%	Demand	1	\$ 9,225	\$ -	\$ 9,225	\$ -
03-1256	Capital 1 - Awarded Fed. Seized	\$ 290,361	0.40%	0.00%	Demand	1	\$ 204,328	\$ 86,033	\$ 290,361	\$ 225
03-1258	Capital 1 - Awarded State Seized	\$ 14,549	0.40%	0.00%	Demand	1	\$ 14,549	\$ -	\$ 14,549	\$ -
01-1288	Capital 1 - Employee Ben. Trust	\$ 9,116	0.40%	0.00%	Demand	1	\$ 17,268	\$ (8,152)	\$ 9,116	\$ -
08-1120	Capital 1 - Street Maintenance	\$ 3,060,572	0.40%	0.00%	Demand	1	\$ 3,295,729	\$ (235,157)	\$ 3,060,572	\$ 6,782
05-1120	Capital 1 - Harvey Relief Fund	\$ 21,143	0.40%	0.00%	Demand	1	\$ 21,143	\$ -	\$ 21,143	\$ -
01-1289	Capital 1 - EMS Deposits	\$ 253,090	0.40%	0.00%	Demand	1	\$ 159,454	\$ 93,635	\$ 253,090	\$ 87
Total Cash in Demand Accounts		\$ 9,778,397					\$ 8,503,108	\$ 1,275,289	\$ 9,778,397	\$ 15,532
Invested in Government Pools										
01-1259	TexPool - General Fund	\$ 1,282,003	1.00%	1.00%	Demand	1	\$ 1,277,567	\$ 4,436	\$ 1,282,003	\$ 12,994
Total Invested in Government Pools		\$ 1,282,003					\$ 1,277,567	\$ 4,436	\$ 1,282,003	\$ 12,994
TOTAL ALL INVESTMENTS		\$ 11,060,400					\$ 9,780,675	\$ 1,279,725	\$ 11,060,400	\$ 28,526

Investment Category	Book Value	Percentage	Weighted Average Maturity (Days)
Cash in Demand Accounts	\$ 9,778,397	88.41%	1.00
Government Pools	\$ 1,282,003	11.59%	1.00
Certificates of Deposit	\$ -	0.00%	0.00
TOTAL	\$ 11,060,400	100.00%	1.00

Investment schedules presented per the provisions of the Texas Code Chapter 2256 (Public Funds Investment Act) and the City of Dickinson Investment Policy

The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. As of March 31, 2020, the market value of collateral pledged to the City was \$10,266,919.29 pledged by Capital One.

Unrealized gain/loss is the difference between the market value of the City's securities and what it paid for them. Gains and losses are realized only when a security is sold prior to maturity. Since it is the City's practice to hold all securities to maturity, it is unlikely that unrealized gains and losses will be realized. As of the end of the quarter, the City had no unrealized gains or losses.

In view of historically low interest rates, the recommended investment strategy for the next fiscal quarter is to invest primarily in shorter term Certificates, Bonds and Investment Pools. The recommended strategy is currently being implemented.



Prepared by: Kristen Woolley, Finance Director

CITY OF DICKINSON
STATEMENT OF NET REVENUES - GENERAL FUND
FY 2020 Second Quarter
Period Ending: March 31, 2020

	FY 2020 Amended Budget	FY 2020 Actuals As of 03/31/2020	FY 2020 (Over)/Under Budget	FY 2020 % Realized
REVENUES				
Sales Tax	6,900,000	3,874,230	3,025,770	56.1%
Ad Valorem (Property) Tax	3,974,300	3,620,770	353,530	91.1%
Other Taxes	60,000	15,213	44,787	25.4%
Franchise Fees	1,036,000	271,961	764,039	26.3%
Licenses & Permits	392,600	214,965	177,635	54.8%
Court Fines & Fees	610,900	316,791	294,109	51.9%
Miscellaneous Income	861,900	34,010	827,890	3.9%
Interest Income	30,000	14,598	15,402	48.7%
Intergovernmental Income	182,300	276,369	(94,069)	151.6%
TOTAL TOTAL REVENUES	14,048,000	8,638,906	5,409,094	61.5%
EXPENDITURES				
1 Administration	591,550	276,168	315,382	46.7%
2 Finance	343,350	167,815	175,535	48.9%
3 Community Development	611,700	250,419	361,281	40.9%
4 Municipal Court	348,600	159,653	188,947	45.8%
5 Police Department	4,595,130	2,238,509	2,356,621	48.7%
10 Fire Marshal	168,820	46,965	121,855	27.8%
11 Emergency Management	119,200	25,924	93,276	21.7%
12 Public Works	782,600	529,789	252,811	67.7%
13 Information Technology	460,100	234,980	225,120	51.1%
15 Library	419,550	185,939	233,611	44.3%
17 EMS	1,401,700	493,058	908,642	35.2%
40 Economic Development	3,937,500	1,878,367	2,059,133	47.7%
18 City-Wide Services	939,120	554,931	384,189	59.1%
TOTAL EXPENDITURES	14,718,920	7,042,516	7,676,404	47.8%
REVENUE-EXPENDITURES				
	(670,920)	1,596,390		
EST. BEGINNING FUND BALANCE				
	4,957,570	4,957,570		
89 Transfer to Other Funds	31,610	15,805		
EST. ENDING FUND BALANCE				
	4,255,040	6,538,155		

CITY OF DICKINSON
STATEMENT OF NET REVENUES - OTHER FUNDS
FY 2020 Second Quarter
Period Ending: March 31, 2020

	FY 2020 Amended Budget	FY 2020 Actuals As of 03/31/2020	FY 2020 (Over)/Under Budget	FY 2020 % Realized
DEBT SERVICE FUND				
REVENUES				
Property Tax	714,100	779,056	(64,956)	109.1%
Interest Income	1,000	387	613	38.7%
<u>Transfers & Other Contributions</u>			-	
DEDC	67,380	67,380	-	100.0%
WCID #1 Contribution	87,000	86,964	36	100.0%
TOTAL REVENUES	\$ 869,480	\$ 933,787	\$ (64,307)	107.4%
EXPENDITURES				
Issue Cost & Cont. Disclosure	6,000	300	5,700	5.0%
<u>Principal</u>				
2009 GO Refund	115,000	115,000	-	100.0%
2014 GO Refund	525,000	525,000	-	100.0%
<u>Interest</u>				
2009 GO Refund	50,700	30,148	20,553	59.5%
2009 CO	57,780	25,348	32,433	43.9%
2014 GO Refund	116,580	60,913	55,668	52.2%
TOTAL EXPENDITURES	871,060	756,708	\$ 114,353	86.9%
NET REVENUES	\$ (1,580)	\$ 177,080		

	FY 2020 Amended Budget	FY 2020 Actuals As of 03/31/2020	FY 2020 (Over)/Under Budget	FY 2020 % Realized
STREET MAINTENANCE FUND				
REVENUES				
Street Maint. Sales Tax	1,500,450	968,577	531,873	64.6%
Transfer From DMD#1	100,000	75,000	25,000	75.0%
Interest Income	5,000	5,863	(863)	117.3%
TOTAL REVENUES	\$ 1,605,450	\$ 1,049,440	\$ 556,010	65.4%
EXPENDITURES				
Salaries & Benefits	594,200	166,538	427,662	28.0%
Supplies	38,500	11,691	26,809	30.4%
Maintenance	442,000	45,633	396,367	10.3%
Operational Expenses	135,700	47,482	88,218	35.0%
Contract Services	65,000	73,003	(8,003)	112.3%
Capital Expenses	2,122,000	690,006	1,431,994	32.5%
TOTAL EXPENDITURES	\$ 3,397,400	\$ 1,034,353	\$ 2,363,047	30.4%
NET REVENUES	\$ (1,791,950)	\$ 15,088		
BAYOU LAKES PUBLIC IMPROVEMENT DISTRICT NO. 1				
REVENUES				
Pentalty & Interest	1,000	460	540	46.0%
Assessments	325,000	385,830	(60,830)	118.7%
Attorney Fees	1,200	251	949	20.9%
Interest Income	300	-	300	0.0%
TOTAL REVENUES	\$ 327,500	\$ 386,542	\$ (59,042)	118.0%
EXPENDITURES				
Audit & CAFR	3,600	-	3,600	0.0%
Collection Fees	11,000	2,925	8,075	26.6%
Developer Reimbursement	300,000	-	300,000	0.0%
Tax Refunds to Homeowners	6,700	-	6,700	0.0%
Transfer to General Fund	15,000	-	15,000	0.0%
TOTAL EXPENDITURES	\$ 336,300	\$ 2,925	\$ 333,375	0.9%
NET REVENUES	\$ (8,800)	\$ 383,617		

	FY 2020 Amended Budget	FY 2020 Actuals As of 03/31/2020	FY 2020 (Over)/Under Budget	FY 2020 % Realized
VEHICLE EQUIPMENT REPLACEMENT FUND				
REVENUES				
Insurance Claims	-	-	-	0.0%
Misc. Revenues	-	-	-	0.0%
Auction Proceeds	-	-	-	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	0.0%
EXPENDITURES				
Interest Expense	7,127	-	7,127	0.0%
Furniture & Equipment				
Police Department	67,207	-	67,207	0.0%
TOTAL EXPENDITURES	\$ 74,334	\$ -	\$ 74,334	0.0%
NET REVENUES	\$ (74,334)	\$ -		

BUILDING MAINTENANCE FUND				
REVENUES				
Transfer from General Fund	-	-	-	0.0%
Insurance Claims	-	-	-	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	0.0%
EXPENDITURES				
City Hall/Museum Repairs	20,000	56,670	(36,670)	283.4%
Public Safety Building Repairs	5,000	-	5,000	0.0%
Library Repairs	250,000	555	249,445	0.2%
Animal Shelter - Construction	-	645,226	(645,226)	0.0%
TOTAL EXPENDITURES	\$ 275,000	\$ 702,451	\$ (427,451)	255.4%
NET REVENUES	\$ (275,000)	\$ (702,451)		

	FY 2020 Amended Budget	FY 2020 Actuals As of 03/31/2020	FY 2020 (Over)/Under Budget	FY 2020 % Realized
SPECIAL REVENUE FUNDS				
REVENUES				
Miscellaneous Grants	-	9,800	(9,800)	0.0%
Disaster Fund	-	586,388	(586,388)	0.0%
Child Safety	500	296	204	59.1%
Court Efficiency	2,100	2,766	(666)	131.7%
Court Security	8,700	5,202	3,498	59.8%
Court Technology	11,700	6,097	5,603	52.1%
Federal Seized	200	143,535	(143,335)	71767.4%
State Seized/Narcotics	-	2,821	(2,821)	0.0%
Library Trust Fund	-	85	(85)	0.0%
Library Grant Fund	6,000	1,000	5,000	16.7%
VOCA Grant	85,600	31,829	53,771	37.2%
Hotel/Motel Tax Fund	30,000	8,864	21,136	29.5%
TOTAL REVENUES	\$ 144,800	\$ 798,683	\$ (653,883)	551.6%
EXPENDITURES				
Miscellaneous Grants	3,500	158,139	(154,639)	4518.3%
Disaster Fund	-	3,180	(3,180)	0.0%
Child Safety	450	-	450	0.0%
Court Efficiency	12,600	157	12,443	1.2%
Court Security	32,135	27,750	4,385	86.4%
Court Technology	20,000	10,634	9,366	53.2%
Federal Seized	102,400	69,525	32,875	67.9%
Library Trust Fund	25,700	7,397	18,303	28.8%
Library Grant Fund	6,000	3,955	2,045	65.9%
VOCA Grant	80,200	33,782	46,418	42.1%
TOTAL EXPENDITURES	\$ 282,985	\$ 314,518	\$ (31,533)	111.1%
NET REVENUES	\$ (138,185)	\$ 484,165		

ITEM 6B

March Revenue & Expense Reports

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
GENERAL FUND REVENUES - 01						
Taxes						
01-7001-00-00	SALES TAX REVENUE	6,900,000.00	720,104.82	3,874,229.62	56.15%	3,025,770.38
01-7101-00-00	Current Property Tax	3,878,000.00	54,223.28	3,552,821.96	91.61%	325,178.04
01-7102-00-00	Delinquent Property Tax	60,300.00	2,783.57	50,913.25	84.43%	9,386.75
01-7103-00-00	Penalty & Interest on Del. Tax	36,000.00	4,170.42	17,034.73	47.32%	18,965.27
01-7204-00-00	Mixed Drink Tax	60,000.00	-	15,212.72	25.35%	44,787.28
Franchises						
01-7206-00-00	Centerpoint Energy Franchise	12,000.00	-	8,355.84	69.63%	3,644.16
01-7207-00-00	Verizon & Telecommunications	28,000.00	54.72	11,705.03	41.80%	16,294.97
01-7208-00-00	Centerpoint Gas Franchise	80,000.00	-	15,054.40	18.82%	64,945.60
01-7209-00-00	Time Warner Cable Franchise	240,000.00	-	72,929.86	30.39%	167,070.14
01-7210-00-00	TX-New Mexico Power Franchise	580,000.00	-	127,108.41	21.92%	452,891.59
01-7503-00-00	Waste Management Franchise	96,000.00	18,245.57	36,807.87	38.34%	59,192.13
Permits & Licenses						
01-7301-00-00	Alcohol Beverage License	3,400.00	-	2,980.00	87.65%	420.00
01-7302-00-00	Pawn Shop License	100.00	-	-	0.00%	100.00
01-7303-00-00	Mobile Home Park License	1,000.00	-	950.00	95.00%	50.00
01-7305-00-00	Electrical Permits	21,300.00	1,855.00	13,171.50	61.84%	8,128.50
01-7306-00-00	Building Permits	190,000.00	18,988.11	124,012.44	65.27%	65,987.56
01-7307-00-00	Mechanical Permits	21,300.00	1,282.00	9,250.00	43.43%	12,050.00
01-7308-00-00	Re-inspection Fees	1,500.00	175.00	1,015.00	67.67%	485.00
01-7309-00-00	Plumbing Permits	30,000.00	3,091.50	14,736.00	49.12%	15,264.00
01-7310-00-00	Mobile Home License	2,400.00	100.00	700.00	29.17%	1,700.00
01-7311-00-00	Demolition Permits	1,000.00	400.00	1,000.00	100.00%	-
01-7312-00-00	Fire Protection Permits	7,300.00	285.00	1,921.86	26.33%	5,378.14
01-7313-00-00	Peddler/Vendor Permits	1,200.00	-	180.00	15.00%	1,020.00
01-7315-00-00	Drainage-Culvert Appl Fee	18,800.00	6,164.00	12,032.00	64.00%	6,768.00
01-7316-00-00	Wrecker Permits	600.00	-	-	0.00%	600.00
01-7317-00-00	PIPELINE REGISTRATION PERMIT	-	-	1,500.00	-	(1,500.00)
01-7318-00-00	Elec. Contractor Registration	4,500.00	150.00	250.00	5.56%	4,250.00
01-7320-00-00	MECHANICAL CONTRACTOR REGIST	2,500.00	225.00	1,475.00	59.00%	1,025.00
01-7321-00-00	Alarm License & Fees	8,800.00	195.00	3,340.00	37.95%	5,460.00
01-7322-00-00	FLOODPLAIN DEV. PERMIT	100.00	-	-	0.00%	100.00
01-7323-00-00	STORM WATER PERMITS & INSPECTS	4,000.00	450.00	2,250.00	56.25%	1,750.00
01-7325-00-00	Coin Operated Machine Permits	900.00	-	2,325.00	258.33%	(1,425.00)
01-7327-00-00	AMBULANCE SERVICE PERMITS	1,500.00	-	-	0.00%	1,500.00
01-7331-00-00	General Contractor License	8,500.00	1,275.00	5,425.00	63.82%	3,075.00
01-7340-00-00	Tree Removal Fees	10,900.00	-	200.00	1.83%	10,700.00
01-7341-00-00	Plat filing/Planning Dev. Fees	13,000.00	230.00	5,380.50	41.39%	7,619.50
01-7342-00-00	Other Business Permits	10,000.00	2,500.00	3,122.00	31.22%	6,878.00
01-7343-00-00	Zoning Sign Fees	500.00	-	611.00	122.20%	(111.00)
01-7346-00-00	CODE COMPLIANCE FEES	27,500.00	-	7,137.64	25.96%	20,362.36
Fees and Fines						
01-7401-00-00	Court Fines	544,300.00	47,716.82	281,587.20	51.73%	262,712.80
01-7402-00-00	Warrant Fees	55,100.00	5,032.70	26,772.55	48.59%	28,327.45
01-7403-00-00	Court Tax Fees	11,500.00	-	3,817.91	33.20%	7,682.09
01-7407-00-00	BOND FORFEITURE FEES	-	639.01	4,612.97	-	(4,612.97)
Miscellaneous						
01-7601-00-00	Accident Report Fees	1,500.00	128.00	828.00	55.20%	672.00
01-7603-00-00	Miscellaneous Income	10,000.00	645.53	2,479.12	24.79%	7,520.88
01-7605-00-00	C/D Demolition Reimbursement	-	-	6,873.96	-	(6,873.96)
01-7607-00-00	Inmate Phone Commissions	400.00	29.50	56.01	14.00%	343.99
01-7609-00-00	Law Enforcement	-	-	8,788.82	-	(8,788.82)
01-7610-00-00	Convenience Cr.Card Usage Fee	16,000.00	1,252.47	6,204.17	38.78%	9,795.83
01-7611-00-00	LIBRARY FINES & FEES	14,200.00	858.04	5,417.37	38.15%	8,782.63
01-7614-00-00	FINGERPRINTING FEE	600.00	20.00	514.00	85.67%	86.00
01-7618-00-00	Insurance Claims	-	815.40	27,588.34	-	(27,588.34)
01-7621-00-00	Interest Income	30,000.00	1,497.70	14,598.35	48.66%	15,401.65
01-7628-00-00	Service Fees-WCID#1 Fuel Eqpmt	800.00	78.78	472.69	59.09%	327.31
01-7629-00-00	AMBULANCE SERVICE CHARGES	446,000.00	33,441.74	200,629.59	44.98%	245,370.41
01-7631-00-00	EMERGENCY SERVICE COUNTY FEE	162,000.00	13,500.00	67,500.00	41.67%	94,500.00
01-7633-00-00	TEXAS HHSC REIMB-UNCOMP CARE	142,400.00	-	-	0.00%	142,400.00

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
01-7700-00-00	BULLETPROOF VESTS GRANT	8,700.00	-	-	0.00%	8,700.00
01-7702-00-00	Federal E.M.P.G. Grant	30,000.00	-	-	0.00%	30,000.00
01-7711-00-00	Clearlake Shores F.I Contract	12,000.00	800.00	3,600.00	30.00%	8,400.00
01-7717-00-00	DONATION - FRIENDS OF LIBRARY	-	-	30.00	-	(30.00)
01-7718-00-00	TRANSFER FROM PID#1	15,000.00	-	-	0.00%	15,000.00
01-7725-00-00	ADMIN-AMBULANCE DHS FOOTBALL	2,300.00	-	-	0.00%	2,300.00
01-7726-00-00	Transfer From 4B DEDC	32,300.00	8,083.25	16,166.50	50.05%	16,133.50
01-7728-00-00	TRANSFER FROM DMD#1	150,000.00	55,101.25	110,202.50	73.47%	39,797.50
01-7756-00-00	INTERLOCAL CONTRIBUTIONS	-	-	150,000.00	-	(150,000.00)

TOTAL GENERAL FUND REVENUES **14,048,000.00** **1,006,588.18** **8,935,878.68** **63.61%** **5,112,121.32**

GENERAL FUND EXPENDITURES - 01

Administration - 1

01-8101-01-00	FTE Base Salary	328,800.00	25,645.91	157,520.81	47.91%	171,279.19
01-8102-01-00	OVERTIME	-	219.95	285.94	-	(285.94)
01-8105-01-00	Vehicle Allowance	6,000.00	500.00	3,000.00	50.00%	3,000.00
01-8110-01-00	Cell Phone Allowance	2,500.00	-	-	0.00%	2,500.00
01-8113-01-00	Certification/Educ. Pay	3,000.00	360.00	1,976.42	65.88%	1,023.58
01-8114-01-00	Longevity Pay	600.00	-	690.00	115.00%	(90.00)
01-8151-01-00	Payroll Tax	5,000.00	389.39	2,380.02	47.60%	2,619.98
01-8152-01-00	Unemployment Tax	350.00	576.00	585.00	167.14%	(235.00)
01-8153-01-00	Retirement (TMRS)	29,400.00	2,602.06	15,885.67	54.03%	13,514.33
01-8155-01-00	Employee Group Insurance	44,000.00	3,816.05	22,429.71	50.98%	21,570.29
01-8156-01-00	Worker's Compensation Ins.	1,500.00	58.27	421.91	28.13%	1,078.09
01-8203-01-00	Building & Kitchen Supplies	3,500.00	319.98	1,622.91	46.37%	1,877.09
01-8210-01-00	Office Supplies & Postage	6,800.00	471.88	1,666.39	24.51%	5,133.61
01-8213-01-00	Uniforms & Apparel	300.00	-	-	0.00%	300.00
01-8301-01-00	Building & Property Maintenanc	24,000.00	1,930.90	5,507.30	22.95%	18,492.70
01-8401-01-00	Advertising Legal Notices	12,300.00	1,138.07	11,552.07	93.92%	747.93
01-8402-01-00	Travel & Training - Staff	9,500.00	30.00	1,559.46	16.42%	7,940.54
01-8403-01-00	Dues/Subscriptions/Books	11,400.00	249.99	3,847.19	33.75%	7,552.81
01-8404-01-00	Election	4,400.00	85.85	85.85	1.95%	4,314.15
01-8407-01-00	Communications-Pagers & Phones	5,000.00	894.91	3,152.54	63.05%	1,847.46
01-8417-01-00	Utilities-Gas,Electric,& Water	58,900.00	5,048.89	25,802.60	43.81%	33,097.40
01-8422-01-00	Employ.Physical & Drug Testing	6,200.00	198.56	2,755.36	44.44%	3,444.64
01-8429-01-00	Conf. & Travel - Mayor	3,000.00	-	554.62	18.49%	2,445.38
01-8431-01-00	Conf. & Travel - Council	2,800.00	37.78	1,295.87	46.28%	1,504.13
01-8441-01-00	Local Mtg-Mayor & Council	3,200.00	47.51	579.97	18.12%	2,620.03
01-8443-01-00	EMPLOYEE SPECIAL EVENTS	6,700.00	-	3,710.32	55.38%	2,989.68
01-8445-01-00	Special Projects-City Admin	10,000.00	-	5,731.98	57.32%	4,268.02
01-8615-01-00	Code/Ordinances Codification	2,400.00	-	1,567.85	65.33%	832.15

Total Administration Expenses **591,550.00** **44,621.95** **276,167.76** **46.69%** **315,382.24**

Finance - 2

01-8101-02-00	FTE Base Salary	208,000.00	15,768.93	95,940.51	46.13%	112,059.49
01-8102-02-00	OVERTIME PAY	-	-	43.28	-	(43.28)
01-8104-02-00	PTE BASE SALARY	45,500.00	1,466.93	10,457.48	22.98%	35,042.52
01-8110-02-00	CELL PHONE ALLOWANCE	900.00	-	-	0.00%	900.00
01-8113-02-00	Certification/Educ. Pay	4,500.00	350.00	1,869.64	41.55%	2,630.36
01-8114-02-00	Longevity Pay	200.00	-	100.00	50.00%	100.00
01-8150-02-00	FICA TAX	2,800.00	90.95	648.36	23.16%	2,151.64
01-8151-02-00	Payroll Tax	3,700.00	233.42	1,433.00	38.73%	2,267.00
01-8152-02-00	Unemployment Tax	850.00	529.56	547.56	64.42%	302.44
01-8153-02-00	Retirement (TMRS)	18,600.00	1,560.31	9,465.21	50.89%	9,134.79
01-8155-02-00	Employee Group Insurance	33,000.00	2,745.67	17,008.95	51.54%	15,991.05
01-8156-02-00	Worker's Compensation Ins.	900.00	27.25	331.02	36.78%	568.98
01-8210-02-00	Office & Postage Supplies	4,800.00	198.61	1,583.25	32.98%	3,216.75
01-8402-02-00	Travel & Training - Staff	6,600.00	(200.14)	1,703.55	25.81%	4,896.45
01-8403-02-00	Dues/Subscriptions/Books	3,000.00	389.44	2,012.44	67.08%	987.56
01-8527-02-00	CONTRACTUAL SERVICES - LABOR	10,000.00	-	24,671.15	246.71%	(14,671.15)

Total Finance Expenses **343,350.00** **23,160.93** **167,815.40** **48.88%** **175,534.60**

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
Community Development - 3						
01-8101-03-00	Salary & Wages	390,000.00	19,857.52	140,421.56	36.01%	249,578.44
01-8102-03-00	Overtime Pay	1,000.00	296.15	920.39	92.04%	79.61
01-8110-03-00	Cell Phone Allowance	2,200.00	90.00	705.00	32.05%	1,495.00
01-8113-03-00	Certification/Educ. Pay	4,500.00	285.00	2,046.96	45.49%	2,453.04
01-8114-03-00	Longevity Pay	1,800.00	-	2,450.00	136.11%	(650.00)
01-8150-03-00	FICA Tax	100.00	-	-	0.00%	100.00
01-8151-03-00	Payroll Tax	5,700.00	295.42	2,113.35	37.08%	3,586.65
01-8152-03-00	Unemployment Tax	1,200.00	706.70	709.76	59.15%	490.24
01-8153-03-00	Retirement (TMRS)	34,800.00	1,990.56	14,146.77	40.65%	20,653.23
01-8155-03-00	Employee Group Insurance	76,000.00	5,528.80	31,525.03	41.48%	44,474.97
01-8156-03-00	Worker's Compensation Ins.	1,800.00	51.35	623.82	34.66%	1,176.18
01-8204-03-00	Fuel	5,500.00	290.13	1,784.04	32.44%	3,715.96
01-8210-03-00	Office & Postage Supplies	5,800.00	132.20	1,463.93	25.24%	4,336.07
01-8211-03-00	Shop supplies & Small Tools	100.00	-	270.07	270.07%	(170.07)
01-8212-03-00	INSPECTION/ENFORCEMEN SUPPLIES	-	260.00	654.00	-	(654.00)
01-8213-03-00	Uniform & Apparel	-	-	129.88	-	(129.88)
01-8215-03-00	Zoning Enforcement Supplies	1,000.00	-	480.00	48.00%	520.00
01-8303-03-00	SOFTWARE MAINTENANCE CONTRACT	22,400.00	4,188.60	9,288.60	41.47%	13,111.40
01-8307-03-00	Vehicle Maintenance	1,600.00	23.00	414.39	25.90%	1,185.61
01-8402-03-00	Travel & Training - Staff	5,200.00	-	444.64	8.55%	4,755.36
01-8403-03-00	Dues/Subscriptions/Books	1,900.00	50.00	1,460.00	76.84%	440.00
01-8407-03-00	Communications-Pagers & Phones	1,300.00	346.18	1,143.28	87.94%	156.72
01-8409-03-00	SHORTAGE/OVERAGE	-	-	1.00	-	(1.00)
01-8427-03-00	Demolition	37,100.00	-	19,250.22	51.89%	17,849.78
01-8431-03-00	CONF/TRAVEL-COUNCIL/BOARDS	4,000.00	-	-	0.00%	4,000.00
01-8504-03-00	Contract Inspection Services	3,700.00	-	-	0.00%	3,700.00
01-8524-03-00	Prof.Services - Engineering	3,000.00	-	3,500.00	116.67%	(500.00)
01-8552-03-00	FORCED MOWING	-	11,913.51	13,992.21	-	(13,992.21)
01-8613-03-00	Machinery, Tools, & Sm. Eqpt.	-	-	480.00	-	(480.00)
Total Community Development Expenses		611,700.00	46,305.12	250,418.90	40.94%	361,281.10
Municipal Court - 4						
01-8101-04-00	Salary & Wages	199,000.00	15,269.26	95,776.90	48.13%	103,223.10
01-8102-04-00	Overtime Pay	-	-	147.88	-	(147.88)
01-8110-04-00	Cell Phone Allowance	450.00	35.00	210.00	46.67%	240.00
01-8113-04-00	Certification/Educ. Pay	1,000.00	80.00	454.29	45.43%	545.71
01-8114-04-00	Longevity Pay	2,900.00	-	3,095.00	106.72%	(195.00)
01-8150-04-00	FICA Tax	100.00	-	-	0.00%	100.00
01-8151-04-00	Payroll Tax	3,000.00	211.14	1,376.60	45.89%	1,623.40
01-8152-04-00	Unemployment Tax	650.00	561.14	561.14	86.33%	88.86
01-8153-04-00	Retirement (TMRS)	18,000.00	1,489.20	9,631.14	53.51%	8,368.86
01-8155-04-00	Employee Group Insurance	43,500.00	2,753.41	16,351.00	37.59%	27,149.00
01-8156-04-00	Worker's Compensation Ins.	1,000.00	-	285.93	28.59%	714.07
01-8210-04-00	Office Supplies & Postage	10,400.00	691.30	2,422.45	23.29%	7,977.55
01-8303-04-00	S.E.T.C.I.C. Warrant Program	3,900.00	-	104.40	2.68%	3,795.60
01-8409-04-00	SHORTAGE/OVERAGE	-	(2.50)	(32.30)	-	32.30
01-8513-04-00	Municipal Judge Contract	51,500.00	5,153.80	24,428.90	47.43%	27,071.10
01-8519-04-00	Mun.Court Prosecutor Contract	13,200.00	315.00	4,840.00	36.67%	8,360.00
Total Municipal Court Expenses		348,600.00	26,556.75	159,653.33	45.80%	188,946.67
Police - 5						
01-8101-05-00	FTE Base Salary	2,801,000.00	204,471.38	1,312,838.66	46.87%	1,488,161.34
01-8102-05-00	Overtime Pay	155,000.00	12,931.23	130,432.32	84.15%	24,567.68
01-8104-05-00	PTE Base Salary	99,000.00	507.08	12,793.59	12.92%	86,206.41
01-8108-05-00	CLOTHING ALLOWANCE	3,900.00	-	3,900.00	100.00%	-
01-8110-05-00	Cell Phone Allowance	6,600.00	457.50	2,745.00	41.59%	3,855.00
01-8113-05-00	Certification/Educ. Pay	60,000.00	2,160.00	12,879.96	21.47%	47,120.04
01-8114-05-00	Longevity Pay	40,000.00	-	27,101.50	67.75%	12,898.50
01-8115-05-00	DIFFERENTIAL PAY	21,000.00	717.00	4,203.50	20.02%	16,796.50
01-8150-05-00	FICA Tax	6,100.00	31.68	202.74	3.32%	5,897.26
01-8151-05-00	Payroll Tax	42,500.00	3,142.42	21,470.36	50.52%	21,029.64
01-8152-05-00	Unemployment Tax	8,500.00	6,605.71	6,661.00	78.36%	1,839.00

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
01-8153-05-00	Retirement (TMRS)	260,000.00	21,373.78	145,313.12	55.89%	114,686.88
01-8155-05-00	Employee Group Insurance	486,300.00	41,584.42	241,834.90	49.73%	244,465.10
01-8156-05-00	Worker's Compensation Ins.	40,700.00	2,927.95	35,571.15	87.40%	5,128.85
01-8202-05-00	Video/Photo Processing Supplies	400.00	-	316.00	79.00%	84.00
01-8203-05-00	Kitchen Supplies	2,350.00	280.32	1,198.99	51.02%	1,151.01
01-8204-05-00	Fuel	115,000.00	5,102.14	35,953.74	31.26%	79,046.26
01-8205-05-00	Fire & Safety Equipment	4,150.00	411.94	448.93	10.82%	3,701.07
01-8206-05-00	Investigational Supplies	6,400.00	549.92	1,059.21	16.55%	5,340.79
01-8207-05-00	Janitorial Supplies	2,700.00	211.56	832.85	30.85%	1,867.15
01-8210-05-00	Office Supplies & Postage	18,330.00	2,255.35	6,899.00	37.64%	11,431.00
01-8213-05-00	Uniform & Apparel	19,100.00	-	7,580.35	39.69%	11,519.65
01-8216-05-00	Certificates & Awards	2,200.00	554.00	1,859.00	84.50%	341.00
01-8217-05-00	Two-way Radio System Supplies	1,500.00	627.34	627.34	41.82%	872.66
01-8301-05-00	Building/Property Maintenance	19,200.00	1,679.81	5,312.40	27.67%	13,887.60
01-8307-05-00	Vehicle Maintenance	42,100.00	5,186.03	16,809.96	39.93%	25,290.04
01-8399-05-00	Machine & Equipment Main.	9,500.00	2,931.48	3,836.47	40.38%	5,663.53
01-8401-05-00	Advertising & Legal Notices	600.00	-	-	0.00%	600.00
01-8402-05-00	Travel & Training - Staff	18,800.00	2,781.54	8,843.75	47.04%	9,956.25
01-8403-05-00	Dues/Subscriptions/Books	2,800.00	601.00	1,731.00	61.82%	1,069.00
01-8405-05-00	Prisoner Support	5,800.00	330.00	1,372.02	23.66%	4,427.98
01-8407-05-00	Commun-Pagers/Phones/AutoTrac	27,400.00	3,635.33	11,520.13	42.04%	15,879.87
01-8417-05-00	Utilities-Gas,Electric & Water	37,400.00	2,006.04	11,074.30	29.61%	26,325.70
01-8423-05-00	Local Meetings & Luncheons	200.00	-	71.46	35.73%	128.54
01-8426-05-00	K-9 Units	6,500.00	138.68	1,891.82	29.10%	4,608.18
01-8431-05-00	Community Policing & DCPA	5,600.00	2,128.32	2,459.79	43.92%	3,140.21
01-8501-05-00	LAW ENFORCEMENT AUDIT	4,850.00	-	1,800.00	37.11%	3,050.00
01-8512-05-00	Janitorial Service Contract	17,400.00	1,450.00	8,700.00	50.00%	8,700.00
01-8527-05-00	CONTRACT SVCS - CONNECT CTY	8,400.00	-	-	0.00%	8,400.00
01-8616-05-00	Body Armor Vest	6,550.00	-	-	0.00%	6,550.00
01-8707-05-00	Law Enforcement Insurance	25,300.00	-	31,052.12	122.74%	(5,752.12)
01-8660-05-86	VEHICLE ACQUISITION	154,000.00	963.78	117,310.63	76.18%	36,689.37
Total Police Expenses		4,595,130.00	330,734.73	2,238,509.06	48.71%	2,356,620.94
Fire Marshal - 10						
01-8101-10-00	Salary and Wages	69,100.00	4,969.26	31,558.48	45.67%	37,541.52
01-8104-10-00	PTE BASE SALARY	48,500.00	-	-	0.00%	48,500.00
01-8110-10-00	Cell Phone Allowance	700.00	55.00	330.00	47.14%	370.00
01-8113-10-00	Certification/Education Pay	3,000.00	250.00	1,419.64	47.32%	1,580.36
01-8114-10-00	Longevity Pay	120.00	-	170.00	141.67%	(50.00)
01-8150-10-00	FICA TAX	3,000.00	-	-	0.00%	3,000.00
01-8151-10-00	Medicare Payroll Tax	1,900.00	76.48	485.45	25.55%	1,414.55
01-8152-10-00	Unemployment Tax	1,800.00	144.00	144.00	8.00%	1,656.00
01-8153-10-00	Retirement (TMRS)	6,200.00	510.55	3,234.61	52.17%	2,965.39
01-8155-10-00	Employee Group Insurance	11,000.00	936.18	5,610.34	51.00%	5,389.66
01-8156-10-00	Worker's Compensation Ins.	4,300.00	167.41	2,033.84	47.30%	2,266.16
01-8202-10-00	Video & Photo Supplies	700.00	-	-	0.00%	700.00
01-8204-10-00	Fuel	3,000.00	49.70	318.16	10.61%	2,681.84
01-8206-10-00	Investigational Supplies	400.00	-	-	0.00%	400.00
01-8210-10-00	Office Supplies & Postage	500.00	-	-	0.00%	500.00
01-8213-10-00	Uniform & Apparel	2,100.00	325.00	498.18	23.72%	1,601.82
01-8303-10-00	SOFTWARE MAINTENANCE CONTRACT	200.00	-	-	0.00%	200.00
01-8307-10-00	Vehicle Maintenance	2,700.00	-	332.55	12.32%	2,367.45
01-8402-10-00	Travel & Training - Staff	3,800.00	-	52.00	1.37%	3,748.00
01-8403-10-00	Dues/Subscriptions/Books	2,000.00	-	55.00	2.75%	1,945.00
01-8407-10-00	Communication-Pagers & Phones	1,700.00	240.78	722.34	42.49%	977.66
01-8411-10-00	Investigational Support Funds	100.00	-	-	0.00%	100.00
01-8604-10-00	Furn. & Office Eqpt. Acquisition	2,000.00	-	-	0.00%	2,000.00
Total Fire Marshal Expenses		168,820.00	7,724.36	46,964.59	27.82%	121,855.41

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
Emergency Management - 11						
01-8101-11-00	FTE Base Salary & Wages	77,300.00	2,788.99	17,965.89	23.24%	59,334.11
01-8110-11-00	Cell Phone Allowance	900.00	22.50	135.00	15.00%	765.00
01-8113-11-00	Certification/Educ. Pay	3,000.00	75.00	425.89	14.20%	2,574.11
01-8114-11-00	Longevity Pay	900.00	-	418.50	46.50%	481.50
01-8150-11-00	FICA Tax	4,900.00	-	-	0.00%	4,900.00
01-8151-11-00	Payroll Tax	1,200.00	39.21	258.93	21.58%	941.07
01-8152-11-00	Unemployment Tax	200.00	-	-	0.00%	200.00
01-8153-11-00	Retirement (TMRS)	7,000.00	279.42	1,830.33	26.15%	5,169.67
01-8155-11-00	Employee Group Insurance	11,000.00	256.68	1,734.49	15.77%	9,265.51
01-8156-11-00	Worker's Compensation Ins.	4,500.00	190.05	2,308.86	51.31%	2,191.14
01-8201-11-00	EOC SUPPLIES	700.00	69.71	69.71	9.96%	630.29
01-8202-11-00	Video & Photo Supplies	100.00	-	-	0.00%	100.00
01-8210-11-00	Office Supplies & Postage	500.00	-	-	0.00%	500.00
01-8399-11-00	Machine & Equipment Maintenanc	2,000.00	-	-	0.00%	2,000.00
01-8402-11-00	Travel & Training - Staff	3,100.00	-	-	0.00%	3,100.00
01-8403-11-00	Dues/Subscriptions/Books	600.00	-	-	0.00%	600.00
01-8407-11-00	Communication-Pagers & Phones	1,300.00	205.90	779.33	59.95%	520.67
Total Emergency Management Expenses		119,200.00	3,927.46	25,926.93	21.75%	93,273.07
Public Works - Drainage - 12-14						
01-8101-12-14	FTE BASE SALARY	331,000.00	7,284.31	43,981.79	13.29%	287,018.21
01-8102-12-14	OVERTIME PAY	2,500.00	596.87	2,123.14	84.93%	376.86
01-8113-12-14	CERTIFICATION/EDUCATION PAY	1,700.00	15.00	85.18	5.01%	1,614.82
01-8114-12-14	LONGEVITY PAY	3,100.00	-	1,290.00	41.61%	1,810.00
01-8151-12-14	PAYROLL TAXES	2,000.00	113.26	680.62	34.03%	1,319.38
01-8152-12-14	UNEMPLOYMENT TAXES	5,000.00	260.12	260.12	5.20%	4,739.88
01-8153-12-14	RETIREMENT (TMRS)	30,000.00	764.35	4,588.26	15.29%	25,411.74
01-8155-12-14	EMPLOYEE GROUP INSURANCE	44,000.00	3,574.43	16,355.70	37.17%	27,644.30
01-8156-12-14	WORKER'S COMPENSATION	10,000.00	745.72	9,059.56	90.60%	940.44
01-8204-12-14	FUEL	15,000.00	903.09	5,054.45	33.70%	9,945.55
01-8205-12-14	SAFETY SUPPLIES	700.00	-	2,192.68	313.24%	(1,492.68)
01-8210-12-14	OFFICE SUPPLIES	-	20.35	505.57	-	(505.57)
01-8211-12-14	SMALL TOOLS	2,100.00	343.02	1,845.41	87.88%	254.59
01-8301-12-14	BLDG & PROPERTY MAINT	1,800.00	90.44	260.02	14.45%	1,539.98
01-8302-12-14	CULVERT MAINTENANCE	27,300.00	10,324.73	43,943.64	160.97%	(16,643.64)
01-8307-12-14	VEHICLE MAINTENANCE	6,400.00	1,948.26	12,788.82	199.83%	(6,388.82)
01-8402-12-14	TRAVEL & TRAINING	800.00	1,158.15	4,132.92	516.62%	(3,332.92)
01-8407-12-14	COMMUNICATION	200.00	50.92	3,038.52	1519.26%	(2,838.52)
01-8417-12-14	UTILITIES-GAS,ELECT.& WATER	8,400.00	1,169.33	1,919.94	22.86%	6,480.06
01-8421-12-14	PERFORMANCE INCENTIVE PROGRAM	100.00	-	-	0.00%	100.00
01-8438-12-14	UNIFORMS	2,200.00	362.74	1,533.49	69.70%	666.51
01-8524-12-14	PRO. SERVICES/ENGINEERING SERV	1,100.00	12,654.79	78,984.60	7180.42%	(77,884.60)
01-8527-12-14	CONTRACTUAL SERVICES - OTHER	100,000.00	19,943.69	54,884.25	54.88%	45,115.75
01-8539-12-14	DEBRIS REMOVAL - TRIBUTARIES	-	420.00	225,420.00	-	(225,420.00)
01-8540-12-14	PHASE II STORM WATER PROGRAM	5,200.00	100.00	100.00	1.92%	5,100.00
01-8552-12-14	ROW MOWING	20,000.00	-	14,760.00	73.80%	5,240.00
01-8662-12-86	HEAVY EQPT. - FINANCE	162,000.00	-	-	0.00%	162,000.00
Total Public Works - Drainage Expenses		782,600.00	62,843.57	529,788.68	67.70%	252,811.32
Information Technology - 13						
01-8222-13-00	Peripheral Computer Supplies	3,300.00	302.50	2,082.89	63.12%	1,217.11
01-8304-13-00	Software Service Contracts	202,000.00	60,283.33	123,501.89	61.14%	78,498.11
01-8309-13-00	Computer & Network Maintenance	81,900.00	9,946.03	37,542.04	45.84%	44,357.96
01-8310-13-00	COMP & NETWORK MAINT - LIBRARY	5,400.00	6,681.57	7,767.79	143.85%	(2,367.79)
01-8407-13-00	Communication-Pagers & Phones	95,000.00	11,710.27	54,008.68	56.85%	40,991.32
01-8530-13-00	Copier/Postage Rental Contract	16,500.00	437.33	4,069.51	24.66%	12,430.49
01-8600-13-00	COMPUTER EQUIP - SERVER	6,000.00	-	-	0.00%	6,000.00
01-8603-13-00	Computer Workstations	50,000.00	3,822.15	6,007.43	12.01%	43,992.57
Total Information Technology Expenses		460,100.00	93,183.18	234,980.23	51.07%	225,119.77

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
Library - 15						
01-8101-15-00	Salary and Wages	206,500.00	12,522.74	78,454.76	37.99%	128,045.24
01-8104-15-00	PTE Base Salary	67,000.00	6,881.14	43,464.80	64.87%	23,535.20
01-8110-15-00	Cell Phone Allowance	1,450.00	-	-	0.00%	1,450.00
01-8113-15-00	Certification/Education Pay	2,000.00	6.92	39.30	1.97%	1,960.70
01-8114-15-00	Longevity Pay	1,400.00	-	1,120.00	80.00%	280.00
01-8150-15-00	FICA TAX	3,300.00	217.24	1,397.65	42.35%	1,902.35
01-8151-15-00	Payroll Tax	3,700.00	280.24	1,779.76	48.10%	1,920.24
01-8152-15-00	Unemployment Tax	1,500.00	784.21	790.58	52.71%	709.42
01-8153-15-00	Retirement (TMRS)	18,500.00	1,545.09	9,745.82	52.68%	8,754.18
01-8155-15-00	Employee Group Insurance	36,000.00	2,857.16	16,294.94	45.26%	19,705.06
01-8156-15-00	Worker's Compensation Ins.	1,500.00	35.30	428.89	28.59%	1,071.11
01-8210-15-00	OFFICE & POSTAGE SUPPLIES	10,000.00	1,370.98	4,972.79	49.73%	5,027.21
01-8211-15-00	SUMMER READING SUPPLIES	1,200.00	-	-	0.00%	1,200.00
01-8212-15-00	Materials Processing Supplies	2,500.00	554.93	1,168.65	46.75%	1,331.35
01-8223-15-00	COLLECTION DEVELOPMENT	4,000.00	-	2,781.98	69.55%	1,218.02
01-8225-15-00	YOUTH PROGRAMMING	7,500.00	445.70	3,532.07	47.09%	3,967.93
01-8301-15-00	Building & Property Maintenan	11,400.00	370.90	3,864.08	33.90%	7,535.92
01-8401-15-00	ADVERTISING & LEGAL NOTICES	400.00	-	277.50	69.38%	122.50
01-8402-15-00	Travel & Training - Staff	2,000.00	-	455.00	22.75%	1,545.00
01-8403-15-00	DUES/SUBSCRIPTIONS/BOOKS	1,500.00	600.00	1,193.11	79.54%	306.89
01-8417-15-00	Utilities-Gas,Electric & Water	35,000.00	2,631.13	14,177.03	40.51%	20,822.97
01-8604-15-00	FURNITURE & OFFICE EQUIPMENT	1,200.00	-	-	0.00%	1,200.00
Total Library Expenses		419,550.00	31,103.68	185,938.71	44.32%	233,611.29
Emergency Medical Services - 17						
01-8101-17-00	FTE Base Salary	329,000.00	16,397.79	101,212.41	30.76%	227,787.59
01-8102-17-00	Overtime Pay	95,000.00	8,457.81	51,455.30	54.16%	43,544.70
01-8104-17-00	PTE Base Salary	381,000.00	30,112.63	189,109.78	49.64%	191,890.22
01-8113-17-00	Certification/Education pay	7,600.00	300.00	1,971.40	25.94%	5,628.60
01-8114-17-00	LONGEVITY PAY	2,200.00	-	1,115.00	50.68%	1,085.00
01-8150-17-00	Fica Tax	24,000.00	604.85	4,484.42	18.69%	19,515.58
01-8151-17-00	PAYROLL TAX	10,500.00	761.42	4,738.72	45.13%	5,761.28
01-8152-17-00	Unemployment taxes	4,300.00	2,166.08	2,210.62	51.41%	2,089.38
01-8153-17-00	Retirement (TMRS)	30,000.00	4,405.60	26,421.57	88.07%	3,578.43
01-8155-17-00	Employee Group Insurance	36,000.00	4,020.51	23,610.65	65.59%	12,389.35
01-8156-17-00	Workmen compensation	26,000.00	1,095.32	13,306.83	51.18%	12,693.17
01-8204-17-00	Fuel	15,000.00	972.89	5,480.00	36.53%	9,520.00
01-8206-17-00	Supplies-Investigational/EMS	35,300.00	7,070.17	18,567.78	52.60%	16,732.22
01-8210-17-00	Office supplies	900.00	59.80	526.29	58.48%	373.71
01-8213-17-00	Uniform & apparel	4,000.00	72.00	446.00	11.15%	3,554.00
01-8301-17-00	BLDG & PROPERTY MAINT	22,900.00	870.39	7,136.26	31.16%	15,763.74
01-8304-17-00	Service Contract-800mHZ Radios	5,200.00	-	6,278.40	120.74%	(1,078.40)
01-8307-17-00	Vehicle maintenance	14,100.00	100.97	5,680.63	40.29%	8,419.37
01-8402-17-00	Travel & Training - Staff	4,000.00	149.65	1,593.28	39.83%	2,406.72
01-8403-17-00	Dues/Subscriptions/Books	4,300.00	790.00	4,512.22	104.94%	(212.22)
01-8407-17-00	Communication	6,500.00	1,068.98	3,208.79	49.37%	3,291.21
01-8417-17-00	UTILITIES-GAS,ELECT.& WATER	28,900.00	1,174.40	6,909.46	23.91%	21,990.54
01-8424-17-00	EMS SERVICES - DISD FOOTBALL	1,200.00	-	900.00	75.00%	300.00
01-8527-17-00	CONTRACTUAL SERVICES - OTHER	10,800.00	2,326.00	5,926.00	54.87%	4,874.00
01-8541-17-00	EMS Patient billing	53,000.00	-	6,256.50	11.80%	46,743.50
01-8605-17-86	EMERGENCY EQUIPMENT	45,000.00	-	-	0.00%	45,000.00
01-8660-17-86	VEHICLE ACQUISITION	205,000.00	-	-	0.00%	205,000.00
Total Emergency Medical Services Expenses		1,401,700.00	82,977.26	493,058.31	35.18%	908,641.69
Contracts & Gov't Wide Services - 18						
01-8300-18-00	BLDG ALARM & ACCESS SERVICES	40,000.00	3,167.25	17,121.52	42.80%	22,878.48
01-8501-18-00	FINANCE & AUDIT	42,000.00	9.00	13,599.90	32.38%	28,400.10
01-8502-18-00	ANIMAL CONTROL	146,800.00	36,700.00	73,400.00	50.00%	73,400.00
01-8510-18-00	DKSN VOLUNTEER FIRE DEPT	99,900.00	8,235.00	49,410.00	49.46%	50,490.00
01-8511-18-00	DOCUMENT/RECORDS STORAGE	5,500.00	264.32	2,242.39	40.77%	3,257.61
01-8512-18-00	JANITORIAL SERVICES CONTRACT	22,000.00	1,705.00	11,073.63	50.33%	10,926.37
01-8515-18-00	LEGAL FEES	150,000.00	25,689.89	98,912.34	65.94%	51,087.66
01-8520-18-00	Tax Appraisal	35,220.00	-	17,383.72	49.36%	17,836.28
01-8521-18-00	Tax Collection	2,500.00	-	2,017.68	80.71%	482.32

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01-8527-18-00	Contractual Services - Other	110,000.00	-	1,496.14	1.36%	108,503.86
01-8704-18-00	VEHICLE INSURANCE	60,000.00	-	84,367.02	140.61%	(24,367.02)
01-8708-18-00	REAL & PERSONAL PROPERTY INS	160,000.00	-	144,898.95	90.56%	15,101.05
01-8709-18-00	PUBLIC OFFICIALS E&O INSURANCE	8,000.00	-	21,518.84	268.99%	(13,518.84)
01-8711-18-00	EMPLOYEE BOND	1,200.00	-	-	0.00%	1,200.00
01-8510-18-01	DVFD - PENSION CONTRIBUTIONS	34,000.00	7,842.00	7,842.00	23.06%	26,158.00
01-8510-18-02	DVFD - FUEL	9,000.00	568.13	3,146.42	34.96%	5,853.58
01-8510-18-03	DVFD - CONTRACT EMPLOYEE	13,000.00	1,083.33	6,499.98	50.00%	6,500.02
Total Contracts & Gov't Wide Expenses		939,120.00	85,263.92	554,930.53	59.09%	384,189.47
Economic Development - 40						
01-8543-40-00	GRANT PAYMENTS - 380 CO'S	3,901,500.00	374,471.61	1,860,366.83	47.68%	2,041,133.17
01-8557-40-00	ECONOMIC DEV. CONSULTING SVCS	36,000.00	3,000.00	18,000.00	50.00%	18,000.00
Total Economic Development Expenses		3,937,500.00	377,471.61	1,878,366.83	47.70%	2,059,133.17
Transfers - 89						
01-8916-89-00	TRSF TO VOCA GRANT FUND	31,610.00	7,902.50	15,805.00	50.00%	15,805.00
Total Transfers Expenses		31,610.00	7,902.50	15,805.00	50.00%	15,805.00
TOTAL GENERAL FUND EXPENDITURES		14,750,530.00	1,223,777.02	7,058,324.26	47.85%	7,692,205.74
TOTAL REVENUES OVER EXPENDITURES		(702,530.00)	(217,188.84)	1,877,554.42		
DEBT SERVICE FUND - 02						
Revenues						
02-7101-00-00	Current Property Tax	688,100.00	11,697.74	766,566.68	111.40%	(78,466.68)
02-7102-00-00	Delinquent Property Tax	17,000.00	577.33	8,739.96	51.41%	8,260.04
02-7103-00-00	Penalty & Interest	9,000.00	902.51	3,749.31	41.66%	5,250.69
02-7621-00-00	Interest Income	1,000.00	171.83	387.28	38.73%	612.72
02-7726-00-00	Transfer In - 4B Corporation	67,380.00	-	67,380.00	100.00%	-
02-7727-00-00	WCID#1 CONTRIBUTION-2007 CO's	87,000.00	-	86,964.00	99.96%	36.00
Total Debt Service Revenues		869,480.00	13,349.41	933,787.23	107.40%	(64,307.23)
Expenditures						
02-8525-40-00	Issue Costs	6,000.00	-	300.00	5.00%	5,700.00
02-8917-40-00	2009 CO RE-FI INTEREST	57,780.00	-	25,347.50	43.87%	32,432.50
02-8920-40-00	PRINCIPLE	115,000.00	-	115,000.00	100.00%	-
02-8921-40-00	INTEREST	50,700.00	-	30,147.50	59.46%	20,552.50
02-8923-40-00	2014 GO REFUND PRINCIPAL	525,000.00	-	525,000.00	100.00%	-
02-8924-40-00	SERIES 2014 GO REFUND INTEREST	116,580.00	-	60,912.50	52.25%	55,667.50
Total Debt Service Expenditures		871,060.00	-	756,707.50	86.87%	114,352.50
MISCELLANEOUS GRANT FUND - 03						
Revenues						
03-7609-00-00	Law Enforcement Grants/Other	-	-	9,800.00	-	(9,800.00)
Total Miscellaneous Grant Fund Revenues		-	-	9,800.00	-	(9,800.00)
Expenditures						
03-8427-03-00	DEMOLITION SERVICES-SETH GRANT	-	-	10,827.00	-	(10,827.00)
03-8420-05-00	LEOSE Training Fund Expd.	3,500.00	-	-	0.00%	3,500.00
03-8413-11-00	DEBRIS REMOVAL	-	-	17,748.13	-	(17,748.13)
03-8909-12-00	CDBG-DR PROJECTS	-	129,564.36	129,564.36	-	(129,564.36)
Total Miscellaneous Grant Fund Expenditures		3,500.00	129,564.36	158,139.49	4518.27%	(154,639.49)

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DISASTER FUND - 04						
Revenues						
04-7621-00-00	INTEREST INCOME	-	1,075.25	1,961.55	-	(1,961.55)
04-7710-00-00	FEMA REIMB-HARVEY	-	-	584,426.80	-	(584,426.80)
Total Disaster Fund Revenues		-	1,075.25	586,388.35	-	(586,388.35)
Expenditures						
04-8225-11-00	COVID-19 EXPENDITURES	-	3,133.03	3,133.03	-	(3,133.03)
04-8604-12-00	MATERIALS & EQUIPMENT	-	-	46.58	-	(46.58)
Total Disaster Fund Expenditures		-	3,133.03	3,179.61	-	(3,179.61)
STREET MAINTENANCE FUND - 08						
Revenues						
08-7001-00-00	SALES TAX REVENUE	1,500,450.00	180,026.20	968,557.42	64.55%	531,892.58
08-7621-00-00	INTEREST INCOME	5,000.00	854.74	5,862.92	117.26%	(862.92)
08-7728-00-00	TRANSFER FROM DMD#1	100,000.00	37,500.00	75,000.00	75.00%	25,000.00
Total Street Maintenance Revenues		1,605,450.00	218,380.94	1,049,420.34	65.37%	556,029.66
Expenditures						
08-8101-12-00	SALARY & WAGES	430,000.00	15,888.78	102,915.83	23.93%	327,084.17
08-8102-12-00	OVERTIME PAY	2,500.00	136.33	3,076.47	123.06%	(576.47)
08-8110-12-00	CELL PHONE ALLOWANCE	700.00	-	-	0.00%	700.00
08-8113-12-00	CERT/EDU PAY	2,500.00	160.00	800.00	32.00%	1,700.00
08-8114-12-00	LONGEVITY PAY	2,400.00	-	960.00	40.00%	1,440.00
08-8151-12-00	PAYROLL TAX	6,500.00	231.87	1,546.29	23.79%	4,953.71
08-8152-12-00	UNEMPLOYMENT TAX	1,200.00	991.78	1,014.17	84.51%	185.83
08-8153-12-00	RETIREMENT (TMRS)	39,000.00	1,566.72	10,421.86	26.72%	28,578.14
08-8155-12-00	EMPLOYEE GROUP INSURANCE	99,000.00	6,869.79	39,870.32	40.27%	59,129.68
08-8156-12-00	WORKERS COMP INSURANCE	10,400.00	488.38	5,933.47	57.05%	4,466.53
08-8204-12-00	FUEL	24,000.00	933.10	6,405.38	26.69%	17,594.62
08-8205-12-00	SAFETY EQUIPMENT & SUPPLIES	1,200.00	-	2,192.65	182.72%	(992.65)
08-8210-12-00	OFFICE SUPPLIES & POSTAGE	3,600.00	8.08	962.67	26.74%	2,637.33
08-8211-12-00	SMALL TOOLS	7,200.00	244.48	1,566.88	21.76%	5,633.12
08-8212-12-00	OPERATIONAL SUPPLIES	2,500.00	117.10	563.36	22.53%	1,936.64
08-8301-12-00	BUILDING & PROPERTY MAINT	2,000.00	40.44	269.28	13.46%	1,730.72
08-8305-12-00	STREET SIGNAGE & STRIPING	60,000.00	3,900.25	7,533.49	12.56%	52,466.51
08-8306-12-00	STREET REPAIR/PATCH MATERIALS	140,000.00	920.25	25,006.15	17.86%	114,993.85
08-8307-12-00	ROAD STABILIZATION PROG	225,000.00	883.25	6,530.66	2.90%	218,469.34
08-8399-12-00	EQUIPMENT MAINTENANCE	15,000.00	1,249.95	6,293.02	41.95%	8,706.98
08-8401-12-00	ADVERTISING & LEGAL NOTICES	1,000.00	-	-	0.00%	1,000.00
08-8402-12-00	TRAVEL & TRAINING	2,200.00	1,158.15	4,132.92	187.86%	(1,932.92)
08-8403-12-00	DUES / SUBSCRIPTIONS / BOOKS	300.00	-	-	0.00%	300.00
08-8406-12-00	STREET LIGHTING	114,100.00	7,948.19	39,663.93	34.76%	74,436.07
08-8407-12-00	COMM - PAGES & PHONES	200.00	50.92	373.21	186.61%	(173.21)
08-8413-12-00	LANDFILL DEBRIS DISPOSAL	6,100.00	-	-	0.00%	6,100.00
08-8417-12-00	UTILITIES	8,400.00	329.36	1,725.26	20.54%	6,674.74
08-8421-12-00	PERFORMANCE INCENTIVE PROGRAM	200.00	12.26	53.31	26.66%	146.69
08-8438-12-00	UNIFORM SERVICE	3,200.00	362.74	1,533.46	47.92%	1,666.54
08-8527-12-00	CONTRACT SERVICES	45,000.00	3,206.08	64,353.85	143.01%	(19,353.85)
08-8552-12-00	ROW / FACILITIES MOWING	20,000.00	-	8,648.68	43.24%	11,351.32
08-8813-12-00	DAKOTA	-	-	108.56	-	(108.56)
08-8608-12-86	RECONSTRUCTION PROJECT	2,000,000.00	47,135.00	689,897.45	34.49%	1,310,102.55
08-8662-12-86	HEAVY EQUIPMENT - FINANCING	122,000.00	-	-	0.00%	122,000.00
Total Street Maintenance Expenditures		3,397,400.00	94,833.25	1,034,352.58	30.45%	2,363,047.42
SEIZED FUNDS - FEDERAL - 11						
Revenues						
11-7513-00-00	AWARDED FEDERAL SEIZED FUNDS	-	143,356.45	143,356.45	-	(143,356.45)
11-7621-00-00	INTEREST	200.00	7.34	178.40	89.20%	21.60
Total Seized Funds - Federal Revenues		200.00	143,363.79	143,534.85	71767.43%	(143,334.85)
Expenditures						
11-8513-19-00	AWARDED FEDERAL EXPENDED	-	5,000.00	12,100.00	-	(12,100.00)
11-8513-19-01	OPERATIONS & INVESTIGATIONS	-	-	2,400.00	-	(2,400.00)

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
11-8513-19-04	EQUIPMENT	100,000.00	2,581.43	55,024.65	55.02%	44,975.35
11-8513-19-06	CONTRACTING FOR SERVICES	2,400.00	-	-	0.00%	2,400.00
Total Seized Funds - Federal Expenditures		102,400.00	7,581.43	69,524.65	67.90%	32,875.35
SEIZED FUNDS - STATE/NARCOTICS - 13						
Revenues						
13-7603-00-00	MISC. REVENUE	-	-	2,821.00	-	(2,821.00)
Total Seized Funds - State/Narcotics Revenues		-	-	2,821.00	-	(2,821.00)
LIBRARY TRUST FUND - 14						
Revenues						
14-7640-00-00	LIBRARY DONATIONS	-	-	85.05	-	(85.05)
Total Library Trust Fund Revenues		-	-	85.05	-	(85.05)
Expenditures						
14-8211-15-00	SUMMER READING SUPPLIES	1,000.00	-	-	0.00%	1,000.00
14-8223-15-00	COLLECTION DEVELOPMENT	12,000.00	1,980.30	5,767.21	48.06%	6,232.79
14-8604-15-00	COMPUTER & EQUIPMENT	12,700.00	-	1,629.58	12.83%	11,070.42
Total Library Trust Fund Expenditures		25,700.00	1,980.30	7,396.79	28.78%	18,303.21
DICKINSON PID #1 - 15						
Revenues						
15-7103-00-00	PENALTY & INTEREST	1,000.00	181.15	460.08	46.01%	539.92
15-7110-00-00	RESIDENTIAL PID ASSESSMENT	325,000.00	4,617.89	382,830.42	117.79%	(57,830.42)
15-7406-00-00	ATTORNEY FEES	1,200.00	-	251.04	20.92%	948.96
15-7621-00-00	INTEREST INCOME	300.00	-	-	0.00%	300.00
Total Dickinson PID #1 Revenues		327,500.00	4,799.04	383,541.54	117.11%	(56,041.54)
Expenditures						
15-8501-03-00	EXTERNAL AUDIT & CAFR PREP	3,600.00	-	-	0.00%	3,600.00
15-8521-03-00	PID#1 COLLECTION FEES	11,000.00	-	2,925.00	26.59%	8,075.00
15-8557-03-00	PID#1 REIMBURSE DEVELOPER	300,000.00	-	-	0.00%	300,000.00
15-8559-03-00	TAX REFUNDS TO HOMEOWNERS	6,700.00	-	-	0.00%	6,700.00
15-8915-03-00	TSFR TO CITY-GEN.FUND	15,000.00	-	-	0.00%	15,000.00
Total Dickinson PID #1 Revenues		336,300.00	-	2,925.00	0.87%	333,375.00
VOCA GRANT - 16						
Revenues						
16-7118-00-00	VOCA GRANT - CITY MATCH	31,600.00	7,902.50	15,805.00	50.02%	15,795.00
16-7119-00-00	VOCA GRANT - CJD	54,000.00	-	16,023.86	29.67%	37,976.14
Total VOCA Grant Revenues		85,600.00	7,902.50	31,828.86	37.18%	53,771.14
Expenditures						
16-8101-05-00	SALARY & WAGES - VOCA	52,000.00	3,963.20	24,500.73	47.12%	27,499.27
16-8105-05-00	LONGEVITY PAY	100.00	-	-	0.00%	100.00
16-8113-05-00	CERT/EDUCATION PAY - VOCA	800.00	-	-	0.00%	800.00
16-8151-05-00	PAYROLL TAX - VOCA	800.00	57.47	355.26	44.41%	444.74
16-8152-05-00	UNEMPLOYMENT TAX - VOCA	200.00	144.00	144.00	72.00%	56.00
16-8153-05-00	RETIREMENT (TMRS) - VOCA	5,000.00	383.63	2,367.43	47.35%	2,632.57
16-8155-05-00	EMPLOYEE INSURANCE - VOCA	10,000.00	912.17	5,149.29	51.49%	4,850.71
16-8156-05-00	WORKER'S COMPENSATION - VOCA	100.00	6.59	80.02	80.02%	19.98
16-8204-05-00	FUEL - VOCA	3,000.00	-	-	0.00%	3,000.00
16-8210-05-00	OFFICE SUPPLIES & POSTAGE	6,000.00	188.00	765.87	12.76%	5,234.13
16-8402-05-00	TRAVEL & TRAINING - VOCA	2,200.00	-	419.06	19.05%	1,780.94
Total VOCA Grant Expenditures		80,200.00	5,655.06	33,781.66	42.12%	46,418.34

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
LIBRARY GRANT FUND - 17						
Revenues						
17-7750-00-00	GRANT PROCEEDS	6,000.00	-	-	0.00%	6,000.00
17-7806-00-00	IMPACT GRANT 18016	-	-	1,000.00	-	(1,000.00)
Total Library Grant Fund Revenues		6,000.00	-	1,000.00	16.67%	5,000.00
Expenditures						
17-8227-15-00	IMPACT GRANT EXPENDITURES	6,000.00	-	852.74	14.21%	5,147.26
17-8227-15-05	IMPACT EXPENDITURES - 18016	-	-	3,101.85	-	(3,101.85)
Total Library Grant Fund Expenditures		6,000.00	-	3,954.59	65.91%	2,045.41
VEHICLE REPLACEMENT FUND - 21						
Expenditures						
21-8604-05-00	FURNITURE & EQUIPMENT	67,207.00	-	-	0.00%	67,207.00
21-8700-05-00	INTEREST EXPENSE	7,127.00	-	-	0.00%	7,127.00
Total Vehicle Replacement Fund Expenditures		74,334.00	-	-	0.00%	74,334.00
DICKINSON PID#2 - 25						
Expenditures						
25-8521-03-00	PID#2 COLLECTION FEES	3,900.00	-	975.00	25.00%	2,925.00
Total Dickinson PID #2 Expenditures		3,900.00	-	975.00	25.00%	2,925.00
BUILDING MAINTENANCE FUND - 30						
Expenditures						
30-8301-01-00	BUILDING & PROPERTY MAINT.	20,000.00	2,127.50	56,670.42	283.35%	(36,670.42)
30-8301-05-00	BUILDING & PROPERTY MAINT.	5,000.00	-	-	0.00%	5,000.00
30-8301-15-00	BUILDING & PROPERTY MAINT.	250,000.00	555.00	555.00	0.22%	249,445.00
30-8445-42-00	PROJECTS - ANIMAL SHELTER	-	43,990.75	645,225.85	-	(645,225.85)
Total Building Maintenance Fund Expenditures		275,000.00	46,673.25	702,451.27	255.44%	(427,451.27)
CHILD SAFETY FUND - 31						
Revenues						
31-7411-00-00	CHILD SAFETY FUND REVENUE	500.00	25.00	295.66	59.13%	204.34
Total Child Safety Revenues		500.00	25.00	295.66	59.13%	204.34
Expenditures						
31-8218-04-00	FIRE PREV & CHILD SAFETY PROGS	450.00	-	-	0.00%	450.00
Total Child Safety Expenditures		450.00	-	-	0.00%	450.00
COURT EFFICIENCY FUND - 32						
Revenues						
32-7409-00-00	COURT EFFICIENCY REVENUE	2,100.00	129.45	1,053.17	50.15%	1,046.83
32-7412-00-00	MUNICIPAL JURY FUND REVENUE	-	16.23	33.59	-	(33.59)
32-7413-00-00	LOCAL TRUANCY PREVENTION FUND	-	811.61	1,679.64	-	(1,679.64)
Total Court Efficiency Revenues		2,100.00	957.29	2,766.40	131.73%	(666.40)
Expenditures						
32-8210-04-00	OFFICE SUPPLIES	250.00	-	-	0.00%	250.00
32-8213-04-00	UNIFORM & APPAREL	500.00	-	-	0.00%	500.00
32-8402-04-00	TRAVEL & TRAINING	3,000.00	-	137.38	4.58%	2,862.62
32-8403-04-00	DUES/SUBSCRIPTIONS/BOOKS	100.00	-	20.00	20.00%	80.00
32-8410-04-00	NOTARY BOND	290.00	-	-	0.00%	290.00
32-8412-04-00	JURY TRIALS - EFFICIENCY	460.00	-	-	0.00%	460.00
32-8603-04-00	COMPUTER WORKSTATIONS/EQUIP	8,000.00	-	-	0.00%	8,000.00
Total Court Efficiency Expenditures		12,600.00	-	157.38	1.25%	12,442.62
COURT SECURITY FUND - 33						
Revenues						
33-7407-00-00	COURT SECURITY REVENUE	8,700.00	1,111.74	5,202.23	59.80%	3,497.77
Total Court Security Revenues		8,700.00	1,111.74	5,202.23	59.80%	3,497.77

<u>Account</u>	<u>Description</u>	<u>FY2020 Adopted Budget</u>	<u>March 2020 Actuals</u>	<u>FY2020 YTD Actuals</u>	<u>% of Budget Expended (50%)</u>	<u>Budget Balance Available</u>
Expenditures						
33-8104-04-00	PTE BASE SALARY	25,200.00	605.00	4,104.12	16.29%	21,095.88
33-8150-04-00	FICA TAX	500.00	37.51	254.44	50.89%	245.56
33-8151-04-00	PAYROLL TAX	365.00	8.77	59.50	16.30%	305.50
33-8152-04-00	UNEMPLOYMENT TAX	200.00	30.59	34.93	17.47%	165.07
33-8156-04-00	WORKMEN'S COMPENSATION	200.00	11.03	134.00	67.00%	66.00
33-8213-04-00	UNIFORM & APPAREL - COURT.SEC	670.00	-	-	0.00%	670.00
33-8402-04-00	TRAVEL & TRAINING	1,600.00	-	600.00	37.50%	1,000.00
33-8403-04-00	DUES/SUBSCRIPTIONS/BOOKS	100.00	-	-	0.00%	100.00
33-8433-04-00	SECURITY - COURT SEC.	3,300.00	1,245.92	22,563.13	683.73%	(19,263.13)
Total Court Security Expenditures		32,135.00	1,938.82	27,750.12	86.35%	4,384.88
COURT TECHNOLOGY FUND - 34						
Revenues						
34-7410-00-00	COURT TECHNOLOGY REVENUE	11,700.00	1,083.07	6,097.25	52.11%	5,602.75
Total Court Technology Revenues		11,700.00	1,083.07	6,097.25	52.11%	5,602.75
Expenditures						
34-8602-04-00	COMPUTER SOFTWARE	15,000.00	125.00	10,633.85	70.89%	4,366.15
34-8603-04-00	COMPUTER EQUIPMENT	5,000.00	-	-	0.00%	5,000.00
Total Court Technology Expenditures		20,000.00	125.00	10,633.85	53.17%	9,366.15
HOTEL/MOTEL TAX - 35						
Revenues						
35-7203-00-00	HOTEL/MOTEL OCCUPANCY TAX	30,000.00	-	8,863.74	29.55%	21,136.26
Total Hotel/Motel Tax Revenues		30,000.00	-	8,863.74	29.55%	21,136.26

ITEM 6C

**Update on Activities of
the Houston-Galveston
Area Council**

ITEM 6D

Update on Activities of the Dickinson Economic Development Corporation

ITEM 7

Public Comments

ITEM 8

Consent Agenda

ITEM 8A

Julie Masters, Mayor
Charles Suderman, Mayor Pro Tem
Sean Skipworth
Walter Wilson

MINUTES
City of Dickinson
CITY COUNCIL
REGULAR MEETING

Wally Deats
Louis Decker
William H. King III
Chris Heard, City Administrator

April 14, 2020

The Dickinson City Council met in a duly called and announced **REGULAR MEETING** on **Tuesday, April 14, 2020, at 7:00 p.m.** In accordance with order of the Office of the Governor issued March 16, 2020, the City Council of the City of Dickinson, Texas conducted the meeting by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The meeting was held for the purpose of considering the following items:

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

Mayor Masters called the meeting to order at 7:10 p.m. City Secretary Alun Thomas called roll and certified a quorum. Council Members present were as follows: Mayor Julie Masters, Mayor Pro-Tem Charles Suderman, and Council Members Sean Skipworth, Walter Wilson, Louis Decker, and William H. King, III. Council Member Wally Deats was absent. Also present were City Attorney David Olson, City Administrator Chris Heard, Emergency Medical Services Director/Co-Emergency Management Coordinator Derek Hunt, and Assistant to the City Administrator Kerilyn Bascle.

ITEM 2.) INVOCATION

Council Member Suderman gave the invocation.

ITEM 3.) PLEDGE OF ALLEGIANCE

Council Member King led the Pledge of Allegiance.

ITEM 4.) PROCLAMATIONS

A. Child Abuse Prevention and Awareness Month.

With the increased importance of child abuse prevention and awareness during the Coronavirus (COVID-19) stay-at-home orders, Mayor Masters read the proclamation aloud. She commented that child abuse is a very serious issue and that in these times of social distancing, child abuse and domestic abuse is expected to rise. Victims are encouraged to reach out to a hotline for help: 1-800-252-5400.

B. Fair Housing Month.

Because the meeting was held by telephone conference, Mayor Masters did not read this proclamation.

At this time, Mayor Masters asked Emergency Medical Services Director/Co-Emergency Management Coordinator Derek Hunt to provide Council with an update on the Coronavirus (COVID-19) pandemic. Mr. Hunt provided an update, noting that the number of confirmed cases of the virus is continuing rise in our area. He urged everyone to continue to practice social distancing by keeping at six feet apart from others, reduce travel outside of the home to an absolute minimum, wash hands frequently, and to wear a mask when out in public. Mr. Hunt said that anonymized data from cell phones in the area shows that citizens in the Galveston County area received an "A" rating for staying in place at the beginning of the issue, but that grade has now fallen to a "D". The Council agreed with Mr. Hunt's comments and encouraged everyone to take this highly contagious virus very seriously.

ITEM 5.) ANNOUNCEMENTS AND PRESENTATIONS:

A. Council Comments.

- Condolences to Council Member Wally Deats and his family on the passing-away of his son.
- The Knights of Columbus' fish fries have been well-attended and are now being run as a drive-through service. The next fish fry is scheduled for May 1st from 5:00-7:30 p.m.
- Condolences to James Tuston and Freda Matliff on the passing away of their mother.
- Council Member King has been attending the Houston-Galveston Area Council meetings by teleconference. He gave a brief update on the recent meetings.
- Everyone is encouraged to patronize local businesses to help them get through these challenging economic times. Council Member King thanked Mayor Masters for establishing a competition to encourage people to frequent local restaurants for to-go orders.
- Regarding the Coronavirus (COVID-19):
 - We all need to be vigilant and understand that some people contract the virus but remain asymptomatic; continuing to adhere to the prescribed social distancing practices is important.
 - Stress and emotions can run high during such times.
 - Thank you to our first responders, our teachers, and to everyone else involved in our response to the virus. Council Member Skipworth questioned whether the City's currently expensive dependent health insurance coverage could be made more affordable to the families of first responders who are out in the community every day.
 - A special thank you to Dickinson Economic Development Corporation for taking proactive measures to help our city when

so many other economic development corporations have still not stepped up to help their businesses.

- The City's budget will be impacted by the pandemic. The City should start to estimate the magnitude and effect of that impact.
- Council Member Decker said that the slope mower has done a great job along Hughes Road. The City now needs to encourage people to cut back any trees that overhang the drainage ditches.
- Council Member Skipworth asked that City Administrator Chris Heard include information in his next report to Council about the drainage issue on Palm Drive and about the progress made in the project to update the City's Comprehensive Plan. He noted that the General Land Office has a program to assist with the updating of cities' comprehensive plans.
- The City needs to be conducting regular evaluations of its staff.
- Council Member Skipworth said that the agreement with College of the Mainland for use of City facilities needs to be maintained so that both parties will be ready when in-person classes resume.
- The City needs a comprehensive communication strategy to better disseminate information.

ITEM 6.) REPORTS:

- A. Summary of the Economic Impact Analyses/Reports on Both Potential Sites for the Gulf Coast Public Market Project (Dickinson Economic Development Corporation Chief Executive Officer Scott Jones).

Dickinson Economic Development Corporation Chief Executive Officer Scott Jones briefly summarized Impact DataSource, LLC's economic impact analyses/reports, remarking that the original feasibility study that was conducted by Aaron Zeretsky for the proposed market was optimistic. He drew attention to the difference between that study and these new analyses, noting that the expected creation of 390 jobs has now been reduced to 65 (if the market is built on Highway 3) or 75 (if the market is built on Interstate 45). The market is now also forecast to run a deficit over the first 20 years of operation, of approximately \$7,600,000 (if the market is built on Highway 3) or \$4,700,000 (if the market is built on Interstate 45). Mr. Jones said that each year, covering that deficit would consume approximately one-third of Dickinson Economic Development Corporation's budget. The payback-time for the market, if built, is estimated to be 36+ years (if the market is built on Highway 3) or 20+ years (if the market is built on Interstate 45).

ITEM 7.) PUBLIC COMMENTS: At this time, any person with city-related business may speak to the Council. In compliance with the Texas Open Meetings Act, The City Council may not deliberate. **Comments from the public**

should be limited to a maximum of three (3) minutes per individual speaker.

Kathy Palmer, 5022 Casa Grande Street, Dickinson, Texas – Ms. Palmer said that Council should follow its own advice.

ITEM 8.) CONSENT AGENDA: CONSIDERATION AND POSSIBLE ACTION:

The following items are considered routine by the City Council and will be enacted by one motion. There will not be a separate discussion on these items unless a Council member requests, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

- A. Approval of the Minutes of the Regular Council Meeting of March 24, 2020.
- B. Approval of the Minutes of the Special Council Meeting of April 13, 2020.
- C. Resolution Number 1825-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING AND ADOPTING AN AMENDED INVESTMENT POLICY FOR THE CITY OF DICKINSON AND A LIST OF QUALIFIED BROKERS THAT ARE AUTHORIZED TO ENGAGE IN INVESTMENT TRANSACTIONS WITH THE CITY; PROVIDING FOR INCORPORATION OF PREAMBLE AND AN EFFECTIVE DATE.**

Council Member King made a motion to approve the Consent Agenda, and Council Member Suderman seconded the motion. There being no discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

At this time, Mayor Masters asked that Council recess into its scheduled closed executive meeting, Items 15 and 16.

ITEM 15.) EXECUTIVE SESSION: The City Council will now hold its 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 551.071 – Consultation with Attorney regarding pending litigation and matters in which the duty of the City Attorney requires to be discussed in closed meeting.

Mayor Masters recessed the regular meeting at 7:45 p.m.

ITEM 16.) RECONVENE

Mayor Masters reconvened the regular meeting at 9:58 p.m.

ITEM 9.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:

Consideration of the Dickinson Economic Development Corporation's Vote to Take No Further Action and Expend No Further Resources on the Gulf Coast Public Market Project Due to the Estimated Impact Analysis Results, and a Request by the Dickinson Economic Development Corporation Board for Council Action in Support of its Vote and Directive.

Mayor Masters, speaking on behalf of the Council, thanked Dickinson Economic Development Corporation for its due diligence. She said that no action by Council was necessary for this Item.

ITEM 10.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:

Resolution Number 1826-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING AND AUTHORIZING THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION'S EMERGENCY BUSINESS RECOVERY AND EXPANSION GRANT PROGRAM FOR THE RECOVERY AND EXPANSION OF DICKINSON BUSINESSES THAT HAVE SUFFERED DUE TO THE STATE OF EMERGENCY CAUSED BY THE COVID-19 PANDEMIC; PROVIDING FOR THE INCORPORATION OF THE PREAMBLE; MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.** (Second of Two Readings)

Council Member King made a motion to approve the Resolution on its second reading with the condition that a member of Council be appointed to the application review committee. City Attorney David Olson recommended that the Council amend the penultimate "whereas" statement in the Resolution to instead read, "**WHEREAS**, pursuant to Texas Local Government Code Section 505.159, the Dickinson Economic Development Corporation has or will hold at least one public hearing on the proposed Project before spending money to undertake the Project." Council Member King amended his motion to include the above revision of the "whereas" statement as a condition of approval of the Resolution. and Council Member Suderman seconded the motion. There being no further discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

Council Member King made a motion to appoint Council Member Wilson as the City's representative on the Dickinson Economic Development Corporation's application review committee, and Council Member Suderman seconded the motion. Council Member Wilson said that he would abstain from the vote. There being no further discussion, Mayor Masters called for the vote.

VOTE:

4 AYES (Suderman, Skipworth, Decker, King)

1 NAY (Wilson)

MOTION PASSED

City Secretary's Note: Pursuant to the City of Dickinson Code of Ordinances, (Chapter 2, Administration; Article II, City Council; Division 1, Generally; Section 2-28, Council Proceedings; Subsection (d), Abstentions) Council Members who fail or refuse to vote without filing an affidavit describing a conflict of interest shall be recorded as having cast a negative vote.

- ITEM 11.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 1827-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING AND ADOPTING BUDGET AMENDMENT NO. 1 FOR THE DICKINSON ECONOMIC DEVELOPMENT CORPORATION FOR FISCAL YEAR 2019-2020; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH FISCAL YEAR AS REFLECTED IN SAID BUDGET AMENDMENT NO. 1; PROVIDING FOR THE INCORPORATION OF THE PREAMBLE; MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.**

Council Member Wilson made a motion to approve the Resolution, and Council Member Suderman seconded the motion. There being no discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

- ITEM 12.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 1828-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH ANDREWS KURTH LLP FOR BOND COUNSEL SERVICES FOR CERTIFICATES OF OBLIGATION, BONDS, AND OTHER DEBT OBLIGATIONS THAT THE CITY OF DICKINSON INTENDS TO ISSUE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE AN**

AGREEMENT FOR SUCH SERVICES; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.

Council Member Suderman made a motion to approve the Resolution, and Council Member King seconded the motion. There being no discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

- ITEM 13.) CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 1829-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, AUTHORIZING THE CITY ADMINISTRATOR TO ISSUE AN ORDER FOR TASK WORK AUTHORIZATION NUMBER 1B FOR ADDITIONAL WORK ALONG HANSEN, BAYOU CREST CIRCLE AND RAU DRIVE, AND TO ISSUE TASK WORK AUTHORIZATION NUMBER 4 FOR DRAINAGE REPAIR, CULVERT REPAIR, AND SOD INSTALLATION AT THE ANIMAL SHELTER, LOVERS LANE, BAYOU CREST AND SHADY OAK NEIGHBORHOODS; PROVIDING FOR INCORPORATION OF PREAMBLE; AND PROVIDING AN EFFECTIVE DATE.**

Council Member King made a motion to approve the Resolution, and Council Member Decker seconded the motion. Council Member Suderman questioned why the City seems to be redoing previous work in the Bayou Crest subdivision and asked if the work was checked on the first time to see that it was done well. City Administrator Chris Heard said that he feels the addition of culverts, more desilting, and the addition of sod on Rau Drive will help improve drainage in the subdivision. The proposed additional work he said, results from adjustments made in the field; culverts, for example, were not adjusted in order so the City has now found that some culverts need further adjustment.

Council Member Suderman questioned if the expense of laying sod was worth it, especially after discussion with a resident of Lovers Lane who said that they would rather have bare earth, which would improve waterflow. Mr. Heard said that the work proposed for Lovers Lane is minimal; the most significant work on that street is the adjustment of the culvert at the end.

Council discussed the inclusion of 2,050 square yards of sod for the new animal shelter in the task work authorization. Council Member Suderman said that the animal shelter construction had been presented as a turnkey project. Mr. Heard explained that approval of this task work authorization was the most cost-effective way of installing sod at the shelter. Council

Member Wilson said that this way of installing the sod came with the added benefit of a 30-day guarantee for the sod, which was not included in the original animal shelter agreement. Council Member Suderman asked how there was money in the animal shelter construction budget for the sod, given that the last project update to Council showed \$0 left to be able to spend on the shelter, and asked why Council was not getting a true picture of the project all at once. Mr. Heard said that he will provide such information to Council in the future, when he will inform Council of the true cost of the shelter, which he estimated at \$1,900,000 based on invoices that the City has received. The cost will be larger than Council expected, he said, because some critical items such as fire suppression sprinklers and information technology cables and connections were not included in the initial project. Council Member Wilson said that the true cost of the project was difficult to discern at the moment because in-person meetings with the contractor are not possible with the social distancing required of people due to the Coronavirus pandemic. There being no further discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

ITEM 14.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution Number 1830-2020 – **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING AND ADOPTING A POLICY FOR EMERGENCY OPERATING PROCEDURES DURING A PANDEMIC; PROVIDING FOR INCORPORATION OF PREAMBLE AND AN EFFECTIVE DATE.**

Council Member Wilson made a motion to approve the Resolution, and Council Member King seconded the motion. There being no discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

ITEM 17.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of the Dickinson Economic Development Corporation Chief Executive Officer (“CEO”) and Executive Director’s Employment Agreement and the Funding Thereof, and Authorizing the Mayor to Sign the Agreement Acknowledging that the CEO Will be Receiving City Benefits.

Council Member Suderman made a motion to table the item so as to allow time for Council to have its legal questions answered, and Council Member

King seconded the motion. There being no discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

ITEM 18.) CONSIDERATION AND POSSIBLE ACTION CONCERNING: Matters Discussed in Executive Session.

None.

ITEM 19.) ADJOURN

Council Member Wilson made a motion to adjourn the meeting at 10:20 p.m., and Council Member Suderman seconded the motion. There being no discussion, Mayor Masters called for the vote.

VOTE:

5 AYES (Suderman, Skipworth, Wilson, Decker, King)

0 NAYS

MOTION PASSED

PASSED, APPROVED AND ADOPTED this the 28th day of April, 2020.

Julie Masters, Mayor

ATTEST:

Alun W. Thomas, City Secretary

ITEM 9

RESOLUTION NUMBER XXX-2020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, ACCEPTING THE OFFERS OF DEDICATION OF STREET RIGHT-OF-WAYS EASEMENTS AND IMPROVEMENTS AS SHOWN ON THE AMENDING PLAT OF BAYOU MAISON SUBDIVISION SECTION TWO AS RECORDED UNDER DOCUMENT NUMBER 2019009023, IN THE OFFICE OF THE COUNTY CLERK OF GALVESTON COUNTY, TEXAS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; PROVIDING A REPEALER CLAUSE, SEVERABILITY CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Dickinson on September 26, 2017 approved the Final Plat for the Bayou Maison Section One, thereby accepting the offers of dedication shown thereon subject to acceptance of improvements; and

WHEREAS, Dickinson Forty, LLC, filed an Amending Plat on July 3, 2018 in the office of the County Clerk of Galveston County, Texas, changing the name of Bayou Maison Circle to include directional indicators; and

WHEREAS, the required public improvements have been completed in conformance with City of Dickinson Code, and verified and approved by the City Engineer and Chief Building Official, as well as a final walkthrough performed on April 23, 2020; and

WHEREAS, the City Council finds that the acceptance of the offers of dedication of street right-of-ways easements and improvements for Bayou Maison Section One serve the public purpose and that Dickinson's best interests are served by the acceptance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:

Section 1. The facts and statements contained in the preamble are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The City Council of the City of Dickinson hereby accept the following streets: E. Bayou Maison Circle, W. Bayou Maison Circle, New Iberia Lane, and Vermillion Court, and all easements as shown on the Amending Plat of Bayou Maison Subdivision Section Two, as recorded under Document Number 2019009023, in the office of the County Clerk of Galveston County, Texas.

Section 3. This Resolution shall become effective immediately upon its passage.

PASSED AND APPROVED AND ADOPTED on this the 28th day of April, 2020.

Julie Masters, Mayor
City of Dickinson, Texas

ATTEST:

Alun W. Thomas, City Secretary
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

David W. Olson, City Attorney
City of Dickinson, Texas

ITEM 10

ORDINANCE NUMBER XXX-2020

AN ORDINANCE OF THE CITY OF DICKINSON, TEXAS, AMENDING APPENDIX B, PAY GRADE CLASSIFICATION STRUCTURE FOR ALL EMPLOYEES, OF THE CITY OF DICKINSON PERSONNEL POLICY (2005) TO ESTABLISH THE POSITIONS AND PAY RANGES FOR CITY EMPLOYEES WHICH ALIGN WITH HOUSTON-GALVESTON AREA COUNCIL AVERAGES.

WHEREAS, Section 4.08, Personnel System, of the Dickinson City Charter provides that “personnel rules shall be prepared by the city administrator and presented to [the] City Council, which may adopt such rules by ordinance, with or without amendment”; and

WHEREAS, on January 11, 2005, by Ordinance No. 543-2005, the City Council of the City of Dickinson adopted a personnel policy in accordance with Section 4.08 of the City Charter, and such Ordinance was amended by Ordinance Nos. 549-2005, 585-2006, 591-2006, 618-2007, 619-2007, 650-2008, 661-2008, 663-2009, 679-2009, 693-2010, 709-2010, 737-2012, 778-2013, 779-2013, 780-2013, 781-2013, 808-2015, 820-2015, 829-2015 and 948-2020 (hereinafter “City of Dickinson Personnel Policy (2005)”); and

WHEREAS, the City Administrator hereby recommends that the City Council revise the City of Dickinson Personnel Policy (2005) by: amending Appendix B, Pay Grade Classification Structure for all employees to establish the positions and pay ranges for City employees which align with HGAC averages; and

WHEREAS, the City Council finds that the current Appendix B, Pay Grade Classification structure for all employees of the City of Dickinson Personnel Policy (2005) should be amended to establish to establish the positions and pay ranges for City employees which align with HGAC averages; and

WHEREAS, the City Administrator hereby recommends combining the Community Development Department and Public Works Department to form the Community Services Department, a combination which will remove the position of Public Works Director and add the position of Street Superintendent and the proposed organizational layout will be reflected in the 2021 budget; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, THAT:

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct and are incorporated herein.

Section 2. An amended Appendix B Pay Classification Structure for All Employees as set out in Exhibit “A” attached hereto and incorporated herein for all purposes is hereby adopted and shall be added to the City of Dickinson Personnel Policy (2005).

Section 3. This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of said Ordinances except those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim or lawsuit that has been initiated or has arisen under or pursuant to any of the Ordinances or sections thereof that have been specifically repealed on the date of adoption of this Ordinance shall continue to be governed by the provisions of such Ordinance or section thereof and for that purpose the Ordinance or section thereof shall remain in full force and effect.

Section 4. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Dickinson, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 5. This Ordinance shall become effective upon final reading and adoption of this Ordinance.

DULY PASSED AND APPROVED on first reading this the _____ day of _____, 2020.

DULY PASSED AND APPROVED on second reading this the _____ day of _____, 2020.

DULY PASSED, APPROVED AND ADOPTED on third and final reading this the _____ day of _____, 2020.

Julie Masters, Mayor
City of Dickinson, Texas

ATTEST:

Alun Thomas, City Secretary
City of Dickinson, Texas

APPROVED AS TO FORM AND CONTENT:

David W. Olson, City Attorney
City of Dickinson, Texas

EXHIBIT “A”

TO

ORDINANCE XXX-2020

**APPENDIX B
PAY CLASSIFICATION STRUCTURE**

Position	HGAC Position #	City Minimum	City Low Mid	City High Mid	City Max
Accountant	14	53,000	57,620	62,240	67,000
Accounting Clerk	34	35,000	39,950	44,900	50,000
Administrative Support Staff, Entry Level	38	28,000	32,950	37,900	43,000
Administrative Support Staff, Intermediate Level	38	34,500	41,100	47,700	54,500
Animal Control Officer	58	30,000	34,950	39,900	45,000
Animal Shelter Manager*	N/A	48,500	55,100	61,700	68,500
Bailiff*	N/A	40,000	44,950	49,900	55,000
Building Official	18	65,000	71,600	78,200	85,000
Building Superintendent	32	63,000	67,950	72,900	78,000
Cashier I	60	25,500	32,100	38,700	45,500
Cashier II	61	32,000	38,600	45,200	52,000
City Administrator	2	111,000	125,850	140,700	156,000
City Secretary	1	62,500	70,750	79,000	87,500
Civilian Jailer*	N/A	29,500	36,100	42,700	49,500
Code Enforcement Officer	63	33,500	40,100	46,700	53,500
Community Development Director	5	77,500	84,760	92,020	99,500
Crew Leader	62	33,500	40,100	46,700	53,500
Crime Victim Liaison*	N/A	41,500	46,450	51,400	56,500
Emergency Communications Dispatcher	40	37,679	42,301	46,922	51,684
Emergency Communications Supervisor	41	49,576	55,735	61,894	68,240
Emergency Management Coordinator	42	52,500	59,100	65,700	72,500
EMS Administrator	43	74,500	80,110	85,720	91,500
Equipment Operator - Heavy	67	29,500	34,450	39,400	44,500
Equipment Operator - Light	68	24,500	29,450	34,400	39,500
Executive Assistant	15	46,000	52,600	59,200	66,000
Finance Director	7	90,000	98,580	107,160	116,000

**APPENDIX B
PAY CLASSIFICATION STRUCTURE**

Position	HGAC Position #	City Minimum	City Low Mid	City High Mid	City Max
Fire Marshal	57	52,500	59,100	65,700	72,500
Street - Drainage Foreman/Supervisor	66	43,500	50,100	56,700	63,500
General Office Worker	35	31,500	35,460	39,420	43,500
Inspector	59	45,000	51,600	58,200	65,000
Laborer	69	23,500	27,790	32,080	36,500
Librarian	21	30,000	36,600	43,200	50,000
Library Director	8	63,000	69,600	76,200	83,000
Library Director - Assistant*	N/A	50,000	54,950	59,900	65,000
Municipal Court Administrator	22	59,500	66,100	72,700	79,500
Municipal Court Clerk	36	26,500	31,450	36,400	41,500
Municipal Court Clerk - Senior*	N/A	39,500	44,450	49,400	54,500
EMT Basic	44	23,000	29,600	36,200	43,000
EMT Intermediate	44	40,000	46,600	53,200	60,000
Paramedic - EMT, Includes all Levels	44	23,000	39,170	55,340	72,000
Paramedic	44	52,000	58,600	65,200	72,000
Personnel Generalist	17	39,500	46,100	52,700	59,500
Planner	23	49,500	56,100	62,700	69,500
Police Captain	47	80,500	87,100	93,700	100,500
Police Chief	45	102,500	109,100	115,700	122,500
Police Lieutenant	48	74,500	81,100	87,700	94,500
Street - Drainage Superintendent	29	63,000	67,950	72,900	78,000

*Not a recognized HGAC position

DIVIDER PAGE

**APPENDIX B
PAY CLASSIFICATION STRUCTURE**

Position	HGAC Position #	City Minimum	City Low Mid	City High Mid	City Max
Accountant	14	53,000	57,620	62,240	67,000
Accounting Clerk	34	35,000	39,950	44,900	50,000
Administrative Support Staff, Entry Level	38	28,000	32,950	37,900	43,000
Administrative Support Staff, Intermediate Level	38	34,500	41,100	47,700	54,500
Animal Control Officer	58	30,000	34,950	39,900	45,000
Animal Shelter Manager*	N/A	48,500	55,100	61,700	68,500
Bailiff*	N/A	40,000	44,950	49,900	55,000
Building Official	18	65,000	71,600	78,200	85,000
Building Superintendent	32	63,000	67,950	72,900	78,000
Cashier I	60	25,500	32,100	38,700	45,500
Cashier II	61	32,000	38,600	45,200	52,000
City Administrator	2	111,000	125,850	140,700	156,000
City Secretary	1	62,500	70,750	79,000	87,500
Civilian Jailer*	N/A	29,500	36,100	42,700	49,500
Code Enforcement Officer	63	33,500	40,100	46,700	53,500
Community Development Director	5	77,500	84,760	92,020	99,500
Crew Leader	62	33,500	40,100	46,700	53,500
Crime Victim Liaison*	N/A	41,500	46,450	51,400	56,500
Emergency Communications Dispatcher	40	37,679	42,301	46,922	51,684
Emergency Communications Supervisor	41	49,576	55,735	61,894	68,240
Emergency Management Coordinator	42	52,500	59,100	65,700	72,500
EMS Administrator	43	74,500	80,110	85,720	91,500
Equipment Operator - Heavy	67	29,500	34,450	39,400	44,500
Equipment Operator - Light	68	24,500	29,450	34,400	39,500
Executive Assistant	15	46,000	52,600	59,200	66,000
Finance Director	7	90,000	98,580	107,160	116,000

**APPENDIX B
PAY CLASSIFICATION STRUCTURE**

Position	HGAC Position #	City Minimum	City Low Mid	City High Mid	City Max
Fire Marshal	57	52,500	59,100	65,700	72,500
Street - Drainage Foreman/Supervisor	66	43,500	50,100	56,700	63,500
General Office Worker	35	31,500	35,460	39,420	43,500
Inspector	59	45,000	51,600	58,200	65,000
Laborer	69	23,500	27,790	32,080	36,500
Librarian	21	30,000	36,600	43,200	50,000
Library Director	8	63,000	69,600	76,200	83,000
Library Director - Assistant*	N/A	50,000	54,950	59,900	65,000
Municipal Court Administrator	22	59,500	66,100	72,700	79,500
Municipal Court Clerk	36	26,500	31,450	36,400	41,500
Municipal Court Clerk - Senior*	N/A	39,500	44,450	49,400	54,500
Paramedic—EMT, EMT Basic	44	23,000	29,600	36,200	43,000
Paramedic—EMT, EMT Intermediate	44	40,000	46,600	53,200	60,000
Paramedic - EMT, Includes all Levels	44	23,000	39,170	55,340	72,000
Paramedic—EMT, Paramedic	44	52,000	58,600	65,200	72,000
Personnel Generalist	17	39,500	46,100	52,700	59,500
Planner	23	49,500	56,100	62,700	69,500
Police Captain	47	80,500	87,100	93,700	100,500
Police Chief	45	102,500	109,100	115,700	122,500
Police Lieutenant	48	74,500	81,100	87,700	94,500
Public Works Director	12	90,000	98,250	106,500	115,000
Street - Drainage Superintendent	29	63,000	67,950	72,900	78,000

*Not a recognized HGAC position

ITEM 11

**DICKINSON ECONOMIC DEVELOPMENT
CORPORATION
AND CITY OF DICKINSON EMPLOYEE
BENEFITS
AND ADMINISTRATIVE
SERVICES INTERLOCAL AGREEMENT**

This Employee Benefits and Administrative Services Interlocal Agreement (“Agreement”) is made and entered by and between the City of Dickinson Economic Development Corporation (“Corporation”) and the City of Dickinson (“City”), jointly referred to herein as the “Parties”.

WHEREAS, the Corporation was incorporated pursuant to the Development Corporation Act, Chapters 501-507 of the Texas Local Government Code, as amended (the “Code”); and

WHEREAS, Section 501.007 of the Code prohibits a municipality from lending credit or granting public money to an Economic Development Corporation; and

WHEREAS, Section 501.067 of the Texas Local Government Code generally provides that the City and Corporation may provide health insurance benefits coverage, worker's compensation coverage, and retirement benefits to employees of the Corporation as well as liability coverage for the Corporation and its Directors, Officers, and employees and insurance for any Corporation owned properties pursuant to an agreement between the corporation and a political subdivision of the State; and

WHEREAS, the City and the Corporation have mutual interests in the economic development of the City of Dickinson; and

WHEREAS, the Parties have determined that it would be of benefit to the citizens of Dickinson and enhance the economic development of the community for the City to administer the compensation package including benefits for the Executive Director (the “CEO”) and staff employed by the Corporation and further, to provide liability coverage for the Corporation, its Directors, Officers, and employees and to insure properties owned by the Corporation; and

WHEREAS, the Parties have determined that it would be of benefit to the citizens of Dickinson and enhance the economic development of the community for the City to provide certain administrative services to the Corporation for a fee; and

WHEREAS, the Parties have determined that it would be of benefit to the citizens of Dickinson and enhance the economic development of the community for the City to establish the roles and responsibilities between the City and the Corporation and their respective employees and officers.

NOW THEREFOR AND IN CONSIDERATION of the mutual covenants, agreements, and benefits accruing herein to each party, the City and the Corporation hereby agree as follows:

Section 1. Reporting Structure.

The Executive Director of the Corporation shall serve under the direction and control of the Corporation's Board of Directors and other Corporation employees shall serve under the Executive Director's, or other appointed manager's, supervision to perform all necessary services for and on behalf of the Corporation. It is specifically understood and agreed between the parties that, while performing services for the Corporation, the Executive Director and other staff members are and shall remain employees of the Corporation. The salary and benefits of the Executive Director and other staff members are determined by the Corporation, pursuant to budget approval by the City Council.

Section 2. City Obligations and Services Provided.

In consideration of the Corporation's obligations, the City agrees that upon execution of this agreement:

(a) The City shall administer the compensation package approved by the Corporation's Board of Directors for the Executive Director and other Corporation staff members, and shall file all state and federal tax reports as may be required from time to time, and shall make all necessary payroll withholdings and deposits. The City will provide payroll services and issue payroll checks to DEDC employees every two weeks, generally on Friday, in accordance with the City's payroll schedule for its employees in effect, for work ending not more than seven days prior to that payroll date.

(b) The City shall provide the Executive Director and Corporation staff the same, health insurance benefits, liability coverage, worker's compensation coverage, and retirement benefits and other benefits as offered to City employees.

(c) The City shall provide full Human Resources functions including benefits management, reporting, new hire processing, administering policies and all activities related to employee support. The City shall enroll new Corporation employees in the City's employee benefit package.

(d) The City shall also conduct the Corporation's annual audit in conjunction with the City's annual independent audit and the City will present the audit finding along with the independent auditor

(e) The City shall also provide liability coverage for the Corporation and its Directors and Officers and insure Corporation-owned properties.

(f) The City shall provide administrative support and assistance through the City Secretary's office regarding posting agendas, preparing Board Packets, and managing the Corporation's page on the City website.

(g) The City shall maintain Corporation's general ledger, cash management, annual budget management, annual audit management, payables/receivables, record all material accounting transactions in the electronic records to be reflected in the Corporation's financial statements in accordance with generally accepted accounting principles, will provide all state-required reporting for the EDC pursuant to the Texas State Comptroller's requirements for

economic development corporations, will provide DEDC with monthly and annual financial reporting, and will provide any other statutory, bonding agent or other required financial reporting.

(h) The City shall provide accounts payable services to the Corporation in accordance with the Corporation's established Purchasing Policy. All invoices approved for payment received by the City by the close of business each Friday shall be processed, and checks mailed by the following Friday.

Section 3. Corporation Obligations.

In consideration of the City's obligations, the Corporation agrees to provide the following:

(a) The Parties mutually agree that the value of City staff time dedicated to providing all administrative services set forth in this Agreement is \$39,000.00 per year.

(b) The Corporation agrees to reimburse the City for the actual and reasonable cost of providing the Corporation and its Directors, Officers and employees with liability insurance.

(c) The Corporation agrees to reimburse the City for the actual cost of salary and benefits to the Corporation employees.

(d) The Corporation agrees to reimburse the City for all other expenses incurred and disbursements made by the City on the Corporation's behalf at the Corporation's request, through the CEO.

(e) The City shall provide the Corporation with a quarterly statement of the fee for administrative services, costs set forth herein, and agreed upon expenses incurred and disbursements made by the City on the Corporation's behalf. The Corporation shall reimburse the City within thirty (30) days after receipt of the invoice from the City.

(f) The Corporation shall follow City procedures when enrolling new employees.

(g) The Corporation shall submit approved invoices to the City within five business days of receipt and approval. The City shall change any existing invoices being received by it to the Corporation's physical office address. The Corporation and the City shall notify all of the Corporation's vendors to mail invoices to Attn: DEDC Accounts Payable, 1621 FM 517 Road East, Dickinson, Texas 77539 or whatever office location it occupies during the term of this agreement. The Corporation shall provide the City with electronic signatures to process and mail checks directly to ensure timely delivery.

(h) The Corporation shall provide the City with documentation to record all material accounting transactions to be reflected accurately in the Corporation's financial statements. Additionally, the Corporation agrees to provide access to all information that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and additional information that may be requested for the purpose of the annual audit, and the City shall do the same.

Section 4. Term.

(a) This Agreement shall be for a period of one (1) year from the effective date of this Agreement, subject to the terms of this Agreement, the Bylaws of the Corporation and state law. This Agreement, however, shall be automatically renewed for successive one (1) year terms unless written notice of non-renewal is given by either party to the other at least thirty (30) days prior to the expiration of the initial or any renewal term hereof.

(b) The Parties agree the fee for administrative services paid by the Corporation to the City will increase 3% annually upon automatic renewal without additional approval required by the Parties unless the Agreement is terminated or notice is provided of non-renewal as set forth in this Section.

(c) The Parties agree that this Agreement may be terminated for lack of performance. This Agreement may be terminated at any time by the Corporation for lack of City performance if not cured within 60 days after written notification by the Corporation, or in the case of the City, for lack of Corporation performance if not cured within 60 days after written notification by the City. Termination shall be effective sixty (60) days after delivery of Notice of Termination.

Section 5. Cooperation and Communication.

(a) The Corporation and City share the common goal of creating an environment for successful business operations and a health economic City. The Parties believe and understand that cooperation between the Parties is essential in developing goals, vision, values and strategies for developing successful economic development programs and projects which will be of benefit to the community.

To that end the Corporation and City agree to hold joint meetings at least four (4) times a year in the months of February, June, August and November to discuss budgeting and economic development strategies, projects and programs. The goal of these joint meetings is to ensure both Parties are working cooperatively and toward common goals regarding the economic vitality of the City of Dickinson.

Section 6. Miscellaneous Provisions.

(a) Dispute Resolution. Should a dispute arise between the Parties as to the obligations under this Agreement then the employees of each Party responsible for compliance with the obligation shall attempt to informally resolve the dispute. If a resolution is not reached the Parties will attempt to resolve the dispute by taking the following steps:

(1) A written notice substantially describing the nature of the dispute shall be delivered by the dissatisfied Party to the other Party, which notice shall request a written response to be delivered to the dissatisfied Party not less than 5 business days, Monday-Friday after receipt of the notice of dispute.

(2) If the response does not reasonably resolve the dispute, in the opinion of the dissatisfied Party, the dissatisfied Party shall give notice to that effect to the other party whereupon the City Administrator and the Executive Director of the Corporation shall promptly meet, in person, in an effort to resolve the dispute.

(3) If those persons cannot or do not resolve the dispute, then the Mayor and the President of the Corporations shall then promptly meet, in person, to resolve the dispute.

(b) This Agreement has been duly and properly approved by each party's governing body and constitutes a binding obligation on each party.

(c) This Agreement embodies the entire agreement between the parties and may only be modified in a writing executed by both parties.

(d) The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held by a court of competent jurisdiction to be contrary to law or contrary to any rule or regulation have the force and effect of the law, the remaining portions of the Agreement shall be enforced as if the invalid provision had never been included.

(e) This Agreement shall be construed in accordance with the laws of the State of Texas and venue for all purposes hereunder shall be in Galveston County, Texas.

Section 7. Notice.

All notices shall be in writing. If mailed, any notice shall be deemed to be received three (3) days after the date of deposit in the United States mail, first-class, postage prepaid. Unless otherwise provided in this Agreement, all notices shall be delivered to the following addresses:

City of Dickinson
Attention: City Administrator
4403 Highway 3
Dickinson, Texas 77539

Dickinson Economic Development Corporation
Attention: Chief Executive Officer
1621 FM 517 Road East, Suite A
Dickinson, Texas 77539

Either party may designate a different address by giving the other parties at least ten (10) days written notice in the manner prescribed above.

Section 8. Parties in Interest.

This Agreement shall be for the sole and exclusive benefit of the City and the Corporation and shall not be construed to confer any benefit or right upon any other parties.

IN WITNESS WHEREOF, this Agreement has been executed by the duly authorized officers of the City of Dickinson, Texas, and the Dickinson Economic Development Corporation as of the _____ day of _____, 2020.

ATTEST:

CITY OF DICKINSON, TEXAS

Alun W. Thomas
City Secretary

Julie Masters
Mayor

ATTEST:

DICKINSON ECONOMIC DEVELOPMENT
CORPORATION

Mark Martelli, Secretary/Treasurer
Board of Directors

Robert Donley, President
Board of Directors

ITEM 12

**Approval of Employment
Agreement for DEDC's
CEO, Scott Jones**

ITEM 13

Executive Session

ITEM 14

Reconvene

ITEM 15

**Matters Discussed in
Executive Session**

ITEM 16

Adjourn