



Agenda
Dickinson Economic Development Corporation
4403 Highway 3
Dickinson, TX 77539
Tuesday, January 9, 2024 at 6:30 PM

1. **CALL TO ORDER AND CERTIFICATION OF A QUORUM**

2. **INVOCATION**

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENTS**

At this time, any person with business related to the Dickinson Economic Development Corporation may speak to the Board. Anyone wishing to speak should inform the board of their name. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker. In compliance with the Texas Open Meetings Act, the Board may not deliberate or take action on items not appearing on the agenda but may consider placing an item on a future agenda if deliberation is necessary.

5. **CONSENT AGENDA**

The following items are considered routine by the Dickinson Economic Development Corporation and will be enacted by one motion. There will not be a separate discussion on these items unless requested by a Board Member, in which event, the item will be removed from the consent agenda and discussed after the consent agenda.

5.A Consideration and possible action to approve the Minutes from DEDC Regular Meeting held on December 11, 2023

5.B Consideration and possible action to approve the Minutes from the DEDC Joint Meeting with City Council held on December 20, 2023

5.C Consideration and possible action to approve the December 2023 Payroll Transfer Request

5.D Consideration and possible action to approve the November 2023 DEDC Account Statement for Texas First Bank and TexPool

5.E Consideration and possible action to approve November 2023 DEDC Financial and Investment Report

5.F Consideration and possible action to approve the December 2023 Monthly Administrative Service Fee Transfer Request

5.G Consideration and possible action to approve FY24 1st Quarter Transfer Request.

6. **EXECUTIVE (CLOSED) SESSION(S)**

The time is now _____ p.m. and the Board will now hold a closed executive meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in :

6.A Texas Government Code Section 551.071- Consultation with Attorney regarding pending litigation and matters in which the duty of the Dickinson Economic Development Corporation attorney requires to be discussed to closed meetings.

6.B Texas Government Code Section 551.072- Deliberation regarding real estate property: purchase, exchange, lease, or value for real estate property, to wit: discuss possible acquisition or transfer of real estate.

6.C Texas Government Code Section- 551.087- Discussion regarding Economic Development negotiations and opportunities.

7. **ACTION ITEMS FROM EXECUTIVE (CLOSED) SESSION(S)**

7.A Consideration and possible action regarding Consultation with Attorney regarding pending litigation and matters in which the duty of the Dickinson Economic Development Corporation attorney requires to be discussed to closed meetings.

7.B Consideration and possible action regarding the acquisition or transfer of real estate property.

7.C Consideration and possible action regarding-Economic Development negotiation and opportunities.

8. **BOARD MEMBER COMMENTS**

9. **FUTURE AGENDA ITEMS**

10. **ADJOURNMENT**

CERTIFICATE OF NOTICE

This is to certify that the above Notice of Meeting was posted on the bulletin board of City Hall of the City of Dickinson, Texas, on or before the _____ day of _____, 20__ at _____ A.M. / P.M. as well as the City's public internet webpage, www.dickinsontexas.gov and was posted in accordance with the Texas Open Meetings Act, Chapter 551, Government Code.



NOTE: In compliance with the Americans with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. Requests for special accommodations or interpretive services must be made at least 48 hours prior to this meeting. Please contact the City Secretary's Office at 281-337-6217 or by email at aurps@dickinsontexas.gov.

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.A

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve the Minutes from DEDC Regular Meeting held on December 11, 2023
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• Dec 11 DEDC Minutes.pdf
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FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

MINUTES

City of Dickinson

DICKINSON ECONOMIC DEVELOPMENT CORPORATION

The Dickinson Economic Development Corporation met in duly called and announced the meeting on Monday, December 11, 2023, at 6:30 p.m. 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items.

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

Board Members present were as follows: Walter Wilson, Clinton Williams, Collin Coker, Matt Sabatier,

Absent were as follows: Ezreal Garcia, Jessie Brantley, and Sean Skipworth

ITEMS 2.) INVOCATION

Matt Sabatier gave the Invocation.

ITEMS 3.) PLEDGE OF ALLEGIANCE

Collin Coker led the Pledge of Allegiance.

ITEMS 4.) PUBLIC COMMENTS

At this meeting, any person with business related to the Dickinson Economic Development Corporation may speak to the Board. Anyone wishing to speak should inform the board of their name. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker. In compliance with the Texas Open Meetings Act, the Board may not deliberate or take action on items not appearing on the agenda but may consider placing an item on a future agenda if deliberation is necessary.

NONE

ITEMS 5.) CONSENT AGENDA

The following items are considered routine by the Dickinson Economic Development Corporation and will be enacted by one motion. There will not be a separate discussion on these items unless requested by a Board Member, in which event, the item will be removed from the consent agenda and discussed after the consent.

5.A Consideration and possible action to approve the Minutes from DEDC Regular Meeting held on November 13, 2023.

5.B Consideration and possible action to approve the November 2023 Monthly Administrative Service Fee Transfer Request.

5.C Consideration and possible action to approve the October 2023 DEDC's Account Statement for Texas First Bank and TexPool.

5.D Consideration and possible action to approve the November Payroll Transfer Request.

5.E Consideration and possible action to approve the October 2023 DEDC's Financial and Investment Report.

1ST Motion- Matt Sabatier

2nd Motion- Walter Wilson

4 AYES (Coker, Williams, Wilson, Sabatier)

MOTION PASSED

ITEM 6.) DISCUSSION AND POSSIBLE ACTION

6.A Discussion and possible action to approve City of Dickinson Economic Development Disaster Mitigation Plan

Collin Coker asked if this guide has helped a city through these plans, who owns the playbook and how does these plans play out.

Walter Wilson motioned the Disaster Mitigation Plan be brought before City Council before DEDC Approval,

1st Motion- Walter Wilson

2nd Motion- Clinton Williams

4 AYES (Coker, Williams, Wilson, Sabatier)

MOTION PASSED

6.B Discussion and possible action to approve a contract with Terracon to conduct a Wetland Delineation and Jurisdictional Determination.

Courtland Holman spoke on the negotiation on the 14 acres and the potential to have a Wetland on the 14 acres property. He's working and collaborate to develop a grocery store. One proposal is to determine if there is a Wetland Delineation and what remedies if we do have one.

Theo Melancon reminded the board about the project and incentives.

1st Motion- Walter Wilson

2nd Motion- Clinton Williams

Matt Sabatier abstains from Voting due to him working for a competitive company with Terracon.

3 AYES (Coker, Wilson, Williams)

MOTION PASSED

6.C Presentation of Impact Study for Downtown Picnic Ground

ITEM 7.) EXECUTIVE (CLOSED) SESSION (S)

The time is now **7:09 p.m.** and the Board will now hold a closed executive meeting pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

7.A Texas Government Code Section 551.071- Consultation with Attorney regarding pending litigation and matters in which the duty of the Dickinson Economic Development Corporation attorney requires to be discussed to closed meetings

7.B Texas Government Code Section 551-072- Deliberation regarding real estate property: purchase, exchange, lease, or value for real estate property, to wit: discuss possible acquisition real estate.

7.C Texas Government Code Section 551.087- Discussion regarding Economic Development negotiations and opportunities

ITEM 8.) ACTION ITEMS FROM EXECUTIVE (CLOSED) SESSION(S)

The time is now **8:47 p.m.** and hereby close the Executive Session of the Dickinson Economic Development Corporation and do hereby reconvene the open session.

8.A Consideration and possible action regarding Consultation with Attorney regarding pending litigation and matters in with the duty of the Dickinson Economic Development Corporation attorney requires to be discussed to closed meetings.

NO ACTION

8.B Consideration and possible action regarding the acquisition or transfer of real estate property.

Matt Sabatier moved to transfer ownership of the Dickinson Leisure Property on FM 517 and Whispering Dr from Prosource to Dickinson Economic Development Corporation and pay Prosource for services related there too.

1st Motion- Matt Sabatier

2nd Motion- Walter Wilson

4 AYES (Coker, Wilson, Sabatier, Williams)

MOTION PASSED

8.C Consideration and possible action regarding- Economic Development negotiation and opportunities.

NO ACTION

ITEM 9.) BOARD MEMBERS COMMENTS

NONE

ITEM 10.) FUTURE AGENDA ITEMS

NONE

ITEM 11.) ADJOURNMENT

The time is now **8:48 pm.** The Dickinson Economic Development Corporation Meeting is adjourned.

Collin Coker, President

ATTEST:

Ana Urps, City Secretary

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.B

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve the Minutes from the DEDC Joint Meeting with City Council held on December 20, 2023
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• economic-development-corporation_minutes_summary.docx
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FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

MINUTES

City of Dickinson

DICKINSON ECONOMIC DEVELOPMENT CORPORATION JOINT MEETING WITH CITY COUNCIL

The Dickinson Economic Development Corporation and City Council met in a duly called and announced the Joint Meeting on **Monday, December 20, 2023, at 6:00 PM.**

4403 Highway 3, Dickinson, TX 77539 for the purpose of considering the following numbered items:

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

Board members present were as follows: Collin Coker, Jessie Brantley, Matt Sabatier, Sean Skipworth - Mayor, Walter Wilson, Clinton Williams,

Board member absent were as follows: Ezreal Garcia

ITEM 2.) INVOCATION

Johnnie Simpson gave the Invocation.

ITEM 3.) PLEDGE OF ALLEGIANCE

Sean Skipworth led the Pledge Allegiance.

ITEM 4.) PUBLIC COMMENTS At this time, any person with business related to the Dickinson Economic Development Corporation may speak to the Board. Anyone wishing to speak should inform the board of their name. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker. In compliance with the Texas Open Meetings Act, the Board may not deliberate or take action on items not appearing on the agenda but may consider placing an item on a future agenda if deliberation is necessary.

Garland Copelin	3717 Kellner Road	Concerns about project and funding
Joe Wilburn	1309 Forest Cove	Funding
Elizabeth Rack	2202 West Bayou Drive	Concern about project and Townhomes
Scott Schrader	3719 Kellner Road	Funding and Budget
Wally Deats	5201 Desel Drive	Incentives for Project

ITEM 5.) PUBLIC HEARING(S) AND ACTION ITEMS FROM PUBLIC HEARING(S)

5.A Joint Public Hearing regarding the Water Street Hotel Project, generally located west of I-45 and north of Dickinson Bayou, and a performance agreement/380 agreement regarding same.

- Presentation of Water Street Hotel Project
- Theo Melancon, Daniel Blanco & Brandon Davis all spoke on Water Street Hotel Project

ITEM 6.) EXECUTIVE (CLOSED) SESSION(S)

Convened into Executive Session at 6:42 p.m

Reconvened from Executive Session at 8:55 p.m

- 6.A Texas Government Code Section 551.071 - Consultation with Attorney regarding pending litigation and matters in which the duty of the attorney requires them to be discussed in closed meetings.
- 6.B Texas Government Code Section 551.087 - Discussion regarding Economic Development negotiations and opportunities.

ITEM 7.) ACTION ITEMS FROM EXECUTIVE (CLOSED) SESSION(S)

- 7.A Consider and take possible action on a resolution approving the Water Street Hotel Project, generally located west of I-45 and north of Dickinson Bayou, and approving a performance agreement/380 agreement between the DEDC, City of Dickinson, Dickinson Management District #1 and REME William Cole, LLC

1st Motion- Matt Sabatier

2nd Motion- Walter Wilson

MOTION PASSED

ITEM 8.) ADJOURNMENT

Johnnie Simpson left the meeting at 8:53 p.m

Walter Wilson motioned to adjourn, and Matt Sabatier seconded the motion

MOTION PASSED

Meeting adjourned at 9:05 p.m

Collin Coker, President

ATTEST:

Ana Urps, City Secretary

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.C

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve the December 2023 Payroll Transfer Request
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• Scanned from a Xerox Multifunction Printer.pdf
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FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		



CITY OF DICKINSON

TRANSFER

Date: 1/2/2024
RE: Dec Payroll

From: Dickinson Economic Development Corporation

TRANSFER TO CITY OF DICKINSON		Total Amount
Monthly Payroll Transfer Request		17,885.98
SUBTOTAL: CITY OF DICKINSON GENERAL FUND		\$ - \$ 17,885.98

Prepared by: Sarah Clark, Finance Director

Signature: *Sarah Clark*

Date: 1/2/2024

Notes

Amount requested above relates to payments made by the City of Dickinson, out of the City's operating bank account, on behalf of the DEDC. The total noted above relates to normal payroll related items during the month. A detailed individual account trial balance for the month is included with this request to support the total noted above.

Approval of this request, authorizes the City to transfer the above noted amount from the DEDC operating bank account to the City operating bank account.

Please sign, date, and return this request to City finance department so the transfer can be processed.

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.D

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve the November 2023 DEDC Account Statement for Texas First Bank and TexPool
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	<ul style="list-style-type: none"> • Scanned from a Xerox Multifunction Printer.pdf • TEXAS FIRST DEDC OPER 2311 (7418).pdf
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FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		



Participant Statement

DICKINSON EDC
 PREFERRED MONEY MARKET FOR BUSINESS
 ATTN HARRISON NICHOLSON
 1621 FM 517 RD E STE A
 DICKINSON TX 77539-8650

Statement Period 11/01/2023 - 11/30/2023

Page 1 of 2

Customer Service 1-866-TEX-POOL
Location ID 000079382
Investor ID 000020866

TexPool Update

Keep up to date with the latest market talk from our portfolio managers and strategists by visiting the Insights page of TexPool.com.

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$130,661.49	\$0.00	\$0.00	\$576.93	\$131,238.42	\$130,680.72
Total Dollar Value	\$130,661.49	\$0.00	\$0.00	\$576.93	\$131,238.42	

Portfolio Value

Pool Name	Pool/Account	Market Value (11/01/2023)	Share Price (11/30/2023)	Shares Owned (11/30/2023)	Market Value (11/30/2023)
Texas Local Government Investment Pool	449/7938200001	\$130,661.49	\$1.00	131,238.420	\$131,238.42
Total Dollar Value		\$130,661.49			\$131,238.42

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/7938200001	\$576.93	\$5,827.98
Total		\$576.93	\$5,827.98



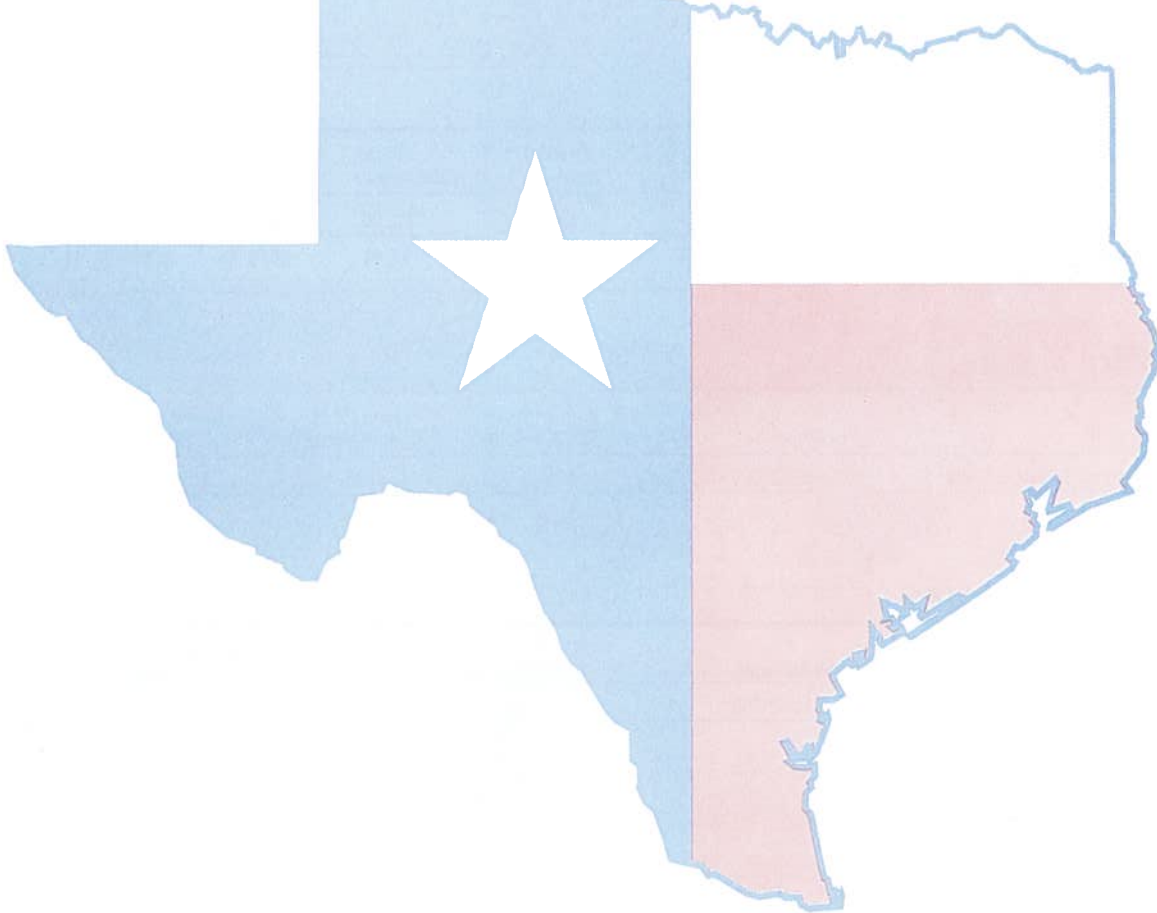
Transaction Detail

Texas Local Government Investment Pool

Participant: DICKINSON EDC

Pool/Account: 449/7938200001

Transaction Date	Settlement Date	Transaction Description	Transaction Dollar Amount	Share Price	Shares This Transaction	Shares Owned
11/01/2023	11/01/2023	BEGINNING BALANCE	\$130,661.49	\$1.00		130,661.490
11/30/2023	11/30/2023	MONTHLY POSTING	\$576.93	\$1.00	576.930	131,238.420
Account Value as of 11/30/2023			\$131,238.42	\$1.00		131,238.420



1

**DICKINSON ECONOMIC DEVELOPMENT CORPORATION
OPERATING ACCOUNT
4403 HIGHWAY 3
DICKINSON TX 77539-6840**

Page 1 of 3

Account Number: 10337418
Date 11/30/23

EM

AA-PUBLIC FUNDS	DICKINSON ECONOMIC DEVELOPMENT	Acct 10337418
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Summary of Activity Since Your Last Statement

Beginning Balance	11/01/23	4,812,480.12	
Deposits / Misc Credits	1	19,695.18	
Withdrawals / Misc Debits	7	51,483.22	
** Ending Balance	11/30/23	4,780,692.08	**
Service Charge		.00	
Average Balance		4,787,898	
Enclosures		4	

	Total for this period	Total year-to-date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

Deposits and Other Credits

Date	Amount	Activity Description
11/13	19,695.18	Credit YTD Interest

Debits and Other Withdrawals

Date	Amount	Activity Description
11/03	121.55	ACH Payments Tracking ID:3623325
11/09	9,104.00	ACH Payments Tracking ID:3630715
11/20	4.99	ACH Payments Tracking ID:3644822

Checks

Date	Check No	Amount	Date	Check No	Amount	Date	Check No	Amount
11/08	4409	38,019.00	11/27	4411	31.67			
11/14	4410	74.01	11/28	4412	4,128.00			

* indicates a break in check number sequence



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www.texasfirst.bank

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Return Service Requested

TELEPHONE BANKING
(409) 945-9889 (281) 538-2226
(855) 355-TFB1 (8321)

BOOKKEEPING
(409) 948-1993

**DICKINSON ECONOMIC DEVELOPMENT
CORPORATION
OPERATING ACCOUNT
4403 HIGHWAY 3
DICKINSON TX 77539-6840**

Account Number: 10337418

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
11/03	4,812,358.57	11/13	4,784,930.75	11/27	4,784,820.08
11/08	4,774,339.57	11/14	4,784,856.74	11/28	4,780,692.08
11/09	4,765,235.57	11/20	4,784,851.75		

Have questions about your account? You can now chat with a LIVE banker Monday - Friday 8AM to 5PM CT in your Oline Banking or TFB Mobile App.
Menu > Chat With Us

Account Number 10337418

Date 11/30/2023

Page

3 of 3

CITY OF DICKINSON
5000 CHAMBERS
4400 CHAMBERS
DICKINSON, TX 75729

Issue Date: 11/08/2023
CHECK # 4409

PAY TO THE ORDER OF PRODUCE TECHNOLOGIES
5918 EAST RIVER ROAD NEW
WINDY HILLS, MN 55422

Amount: \$38,019.00

⑆00000⑆ ⑆1113110256⑆ 10337418⑆

11/08/2023 4409 \$38,019.00

CITY OF DICKINSON
5000 CHAMBERS
4400 CHAMBERS
DICKINSON, TX 75729

Issue Date: 11/14/2023
CHECK # 4410

PAY TO THE ORDER OF AT&T MOBILITY
P.O. BOX 4462
CARLE CIRCLE, L 80597-4462

Amount: \$74.01

⑆00000⑆ ⑆1113110256⑆ 10337418⑆

11/14/2023 4410 \$74.01

CITY OF DICKINSON
5000 CHAMBERS
4400 CHAMBERS
DICKINSON, TX 75729

Issue Date: 11/27/2023
CHECK # 4411

PAY TO THE ORDER OF CEMO ENERGY
P.O. BOX 46004
DALLAS, TX 75266-0044

Amount: \$31.67

⑆00000⑆ ⑆1113110256⑆ 10337418⑆

11/27/2023 4411 \$31.67

CITY OF DICKINSON
5000 CHAMBERS
4400 CHAMBERS
DICKINSON, TX 75729

Issue Date: 11/28/2023
CHECK # 4412

PAY TO THE ORDER OF OGDEN & DILSON LLP
4000 W. WYOMING, SUITE 500
3727 ALLEN PARKWAY
HOUSTON, TX 77030-2127

Amount: \$4,128.00

⑆00000⑆ ⑆1113110256⑆ 10337418⑆

11/28/2023 4412 \$4,128.00

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.E

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve November 2023 DEDC Financial and Investment Report
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• DEDC Financials FY24 2023-11.pdf
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FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		



DICKINSON ECONOMIC DEVELOPMENT CORPORATION

**FISCAL YEAR 2023-2024
FINANCIAL REPORT**

**Month Ending:
November 30, 2023**

Account	Description	FY2024 ADOPTED		
		BUDGET	Nov 2023 Actual	YTD Actuals
Revenue				
40-7001-00-000	SALES TAX REVENUE	2,756,250.00	185,370.91	368,654.91
40-7603-00-000	MISCELLANEOUS INCOME	-	-	-
40-7604-00-000	FACILITY RENTAL INCOME	-	-	-
40-7621-00-000	INTEREST INCOME	315,000.00	20,271.93	27,257.44
Revenue Total		3,071,250.00	205,642.84	395,912.35
Expenditures				
Capital Outlay				
40-8527-22-000	LAND CONT SVS/CONT PAYMENTS	159,000.00	-	-
40-8612-22-000	COMPUTER EQUIP & SOFTWARE	2,500.00	-	-
40-8619-22-000	PROPERTY ACQUISITION	500,000	-	-
Total Capital Outlay		661,500.00	0.00	0.00
Contractual Services				
40-8427-18-000	DEMOLITION SERVICES	15,000.00	0.00	0.00
40-8501-18-000	FINANCE & AUDIT	4,000.00	0.00	0.00
40-8515-18-000	LEGAL	55,000.00	7,968.00	7,968.00
40-8526-18-000	PROFESSIONAL SERVICES	355,000.00	37,000.00	37,000.00
40-8527-18-000	CONTRACT SERVICES	70,000.00	0.00	0.00
40-8539-18-000	ADMINISTRATIVE SERVICES	275,000.00	22,916.67	45,833.34
Total Contractual Services		774,000.00	67,884.67	90,801.34
Debt Service				
40-8951-40-000	DEBT PAYMENT - INTEREST	500,000.00	-	-
40-8901-40-000	DEBT PAYMENT - PRINCIPAL	234,000.00	-	-
Total Debt Service		734,000.00	0.00	0.00
Project & Programs				
40-8445-41-00-04	PUBLIC IMPROVEMENT GRANTS	690,000.00	-	-
40-8445-41-022	BUSINESS RETENTION & DEV PROGRAM	200,000.00	-	-
40-8524-41-000	SITE PREPARATION	250,000.00	-	-
Total Project & Programs		1,140,000.00	0.00	0.00
Administration				
40-8548-00-000	REFUND SALES TAX TO COMPTROLLER	116,850.00	0.00	0.00
40-8210-01-000	OFFICE & POSTAGE SUPPLIES	4,500.00	0.00	126.54
40-8301-01-000	BUILDING/PROPERTY MAINTENANCE		0.00	0.00
40-8402-01-000	TRAVEL & TRAINING	61,500.00	0.00	0.00
40-8403-01-000	DUES/SUBSCRIPTIONS/BOOKS	6,400.00	0.00	0.00
40-8417-01-000	UTILITIES-GAS/ELECTICITY/WATER	11,100.00	165.80	239.81
40-8425-01-000	SPECIAL EVENTS	50,000	0.00	0.00
40-8434-01-000	MARKETING & ADVERTISING	200,000.00	176.00	15,475.00
40-8441-01-000	LOCAL MEETINGS DEDC BOARD	3,500	0.00	0.00

*Unaudited

Account	Description	FY2024 ADOPTED		
		BUDGET	Nov 2023 Actual	YTD Actuals
40-8442-01-000	BANK CHARGES	200.00	0.00	0.00
40-8708-01-000	PROPERTY INSURANCE-REAL/PERSO	10,000.00	0.00	0.00
40-8709-01-000	PUBLIC OFFICIAL INSURANCE	1,200.00	-	-
Total Administration		465,250.00	341.80	15,841.35
Salary & Benefits				
40-8101-02-000	SALARY & WAGES	215,250.00	10,384.62	20,769.24
40-8102-02-000	OVERTIME	0.00	0.00	-
40-8104-02-000	PTE BASE SALARY	0.00	0.00	-
40-8105-02-000	CAR ALLOWANCE	4,800.00	400.00	800.00
40-8110-02-000	CELL PHONE ALLOWANCE	0.00	0.00	-
40-8114-02-000	LONGEVITY PAY	100.00	192.00	192.00
40-8150-02-000	FICA TAX	0.00	0.00	
40-8151-02-000	PAYROLL TAX	3,200.00	149.40	296.02
40-8152-02-000	UNEMPLOYMENT TAX	550.00	0.00	0.00
40-8153-02-000	RETIREMENT (TMRS)	22,650.00	1,145.96	2,271.88
40-8155-02-000	EMPLOYEE GROUP INSURANCE	22,500.00	1,479.68	2,959.36
40-8156-02-000	WORKER'S COMP INSURANCE	750.00	0.00	637.00
Total Salary & Benefits		269,800.00	13,751.66	27,925.50
Total Expenditures		4,044,550.00	81,978.13	134,568.19
Total Revenue		3,071,250.00	205,642.84	395,912.35
Total Revenue less Total Expenditures		-973,300.00	123,664.71	261,344.16

*Unaudited

DICKINSON ECONOMIC DEVELOPMENT CORPORATION
FISCAL YEAR 2023-2024
Check Register
November 30, 2023

Date	Vendor	Amount	Description
11/2/2023	Amazon	\$ 121.55	ICSC Supplies
11/3/2023	AT&T	\$ 74.01	Monthly Wireless
11/9/2023	Bay Area Houston Economic	\$ 9,104.00	Memembership
11/17/2023	Amazon	\$ 4.99	Office Supplies
11/17/2023	Cirro Energy	\$ 31.67	October Electric
11/17/2023	Olson & Olson	\$ 4,128.00	Oct23 Legal Fees
		<hr/>	
		\$ 13,464.22	

DICKINSON ECONOMIC DEVELOPMENT CORPORATION
INVESTMENT REPORT PERIOD ENDING:
November 30, 2023

Account	Interest Rate	Purchase Date	Due Date	Days to Maturity	Book Value	Market Value Change	Interest Paid Year to Date
Texas First Bank - Operating	5.31%	NA	Demand	1	4,780,692	18,688	38,383
TexPool - Investment	5.3819%	NA	Demand	1	131,238	577	1,169
Total (all cash & investments)					4,911,931	19,265	39,552

Weighted Average Rate (WAR) 5.322%

Weighted Average Maturity (WAM) 1.00 days

Investment schedules presented per the provisions of the Texas Code Chapter 2256 (Public Funds Investment Act) and the Corporation's

*Interest rate based on excess bank balance.

Sarah Clark

1/2/2024

Director of Finance

Date

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.F

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve the December 2023 Monthly Administrative Service Fee Transfer Request
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BACKGROUND:	<p>On 6/16/22 a new Administrative Services Agreement (ASA) was executed with a beginning date of 6/1/22. The new ASA was approved by Council on 5/31/22 and the DEDC Board on 6/13/22. The new ASA is for a term of 40 months, 4 months of FY22 and the three following fiscal years. The ASA calls for monthly payments in the amount of \$22,916.67 to be paid each month for the preceding month. This request is for payment, made to the City of Dickinson via transfer, for the month of November 2023, totaling \$45,833.34. The total for Fiscal Year 2024 based on the 12 monthly payments equal \$275,000.</p> <p style="text-align: center;">The attachment to this item contains the request.</p>
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RECOMMENDATION:	Staff recommends approval of the December 2023 ASA Monthly Transfer Request.
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ATTACHMENTS:	• Dec23 ASA signed.pdf
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FUNDING ISSUES:	
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FINANCE VERIFICATION OF FUNDING:	
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SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL YES	READINGS PASSED	OTHER



CITY OF DICKINSON

MONTHLY TRANSFER

Date: 1/2/2024

RE: Dec ASA

From: Dickinson Economic Development Corporation

TRANSFER TO CITY OF DICKINSON GF	INTERLOCAL	Monthly BILLING
40-8539-18-00 Administrative Services - Dec (Debit)	275,000.00	22,916.67
SUBTOTAL: CITY OF DICKINSON GENERAL FUND	\$ 275,000.00	\$ 22,916.67

*

OFF SET ENTRIES		BILLING
40-1127-00-00 DEDC TX 1st Oper (Credit)		22,916.67
01-1130-00-00 Claim on Cash (Debit)	22,916.67	
01-7726-00-00 Transfer from DEDC (Credit)		22,916.67
99-1121-00-00 TX 1st Operating (Debit)	22,916.67	
99-1340-00-00 Claim on Cash DEDC (Credit)		22,916.67

Total Interfund Transfers	\$ 68,750.00	\$ 68,750.00
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Prepared by: Sarah Clark, Finance Director

Signature: Sarah Clark

Date: 1/2/2024

Note: This request is for; Admin Services Fee month of December 2023.

* The Administrative Services Agreement (ASA) calls for monthly payment for the preceding month in the amount of \$22,916.67. The ASA was approved by City Council on 5/31/22, DEDC Board at the regular June DEDC Board meeting, and executed on 6/16/22. The new ASA begins on 6/1/22 and runs for 40 months, at an amount of \$22,916.67 a month, \$91,666.68 for June - September 2022, and \$275,000 for the following 3 fiscal years. This request is for December 2023.

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.G

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action to approve FY24 1st Quarter Transfer Request.
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BACKGROUND:	<p>The Dickinson Economic Development Corporation (DEDC) approved, during the FY2021/2022 budget process, two expenditures which are paid via quarterly transfers to the City of Dickinson. These items are: 40-8526-18-00 Professional Services specifically related to the work performed by Goodman Corporation and Kendig Keast in a yearly amount of \$319,477.33 – quarterly \$79,869.33, and 40-8501-18-00 Auditing yearly amount of \$4,000 – quarterly \$1,000.</p> <p style="text-align: center;">The attachment to this item contains the request.</p>
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RECOMMENDATION:	Staff recommends approval of the Q1 FY24 Transfer Request.
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ATTACHMENTS:	• 24Q1.pdf
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FUNDING ISSUES:	Not applicable - no dollars are being spent or received.
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FINANCE VERIFICATION OF FUNDING:	
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SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER



CITY OF DICKINSON

TRANSFER

Date: 1/2/2024

RE: FY2024 Q1

From: Dickinson Economic Development Corporation

TRANSFER TO CITY OF DICKINSON GF	INTERLOCAL	QTR BILLING
40-8526-18-00 Prof Services - Kendig/Goodman FY23 (Debit)	319,477.33	79,869.33
40-8501-18-00 Auditing Q1 (Debit)	4,000.00	1,000.00
SUBTOTAL: CITY OF DICKINSON GENERAL FUND	\$ 323,477.33	\$ 80,869.33

*

OFF SET ENTRIES		BILLING
40-1127-00-00 DEDC TX 1st Oper (Credit)		80,869.33
01-1130-00-00 Claim on Cash (Debit)	80,869.33	
01-7726-00-00 Transfer from DEDC (Credit)		80,869.33
99-1121-00-00 TX 1st Operating (Debit)	80,869.33	
99-1340-00-00 Claim on Cash DEDC (Credit)		80,869.33

Total Interfund Transfers	\$ 242,608.00	\$ 242,608.00
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Sarah Clark, Finance Director

Signature: *Sarah Clark*

Date: 1/2/2024

Note: This request is for; Q1 of FY 2024 Transfer.

* During the FY23 Budget process, the DEDC Board approved DEDC funding related to Goodman Corporation and Kendig Keast Collaborative work relating to the City's Performance based mobility improvement strategy, creation of an Unified Development Code and Park, Trails, City master plan. The total was \$958,432 to be transferred to the City over three fiscal years beginning in FY 22. FY 23 and FY24 will be transferred as part of the quarterly transfer request. The yearly amount is \$319,477.33 or \$79,869.33 a quarter.

Dickinson Economic Development Corporation
Agenda Item Data Sheet
6.A

MEETING DATE: January 9, 2024

TOPIC:	Texas Government Code Section 551.071- Consultation with Attorney regarding pending litigation and matters in which the duty of the Dickinson Economic Development Corporation attorney requires to be discussed to closed meetings.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

Dickinson Economic Development Corporation
Agenda Item Data Sheet
6.B

MEETING DATE: January 9, 2024

TOPIC:	Texas Government Code Section 551.072- Deliberation regarding real estate property: purchase, exchange, lease, or value for real estate property, to wit: discuss possible acquisition or transfer of real estate.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

Dickinson Economic Development Corporation
Agenda Item Data Sheet
6.C

MEETING DATE: January 9, 2024

TOPIC:	Texas Government Code Section- 551.087- Discussion regarding Economic Development negotiations and opportunities.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

Dickinson Economic Development Corporation
Agenda Item Data Sheet
7.A

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action regarding Consultation with Attorney regarding pending litigation and matters in which the duty of the Dickinson Economic Development Corporation attorney requires to be discussed to closed meetings.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

Dickinson Economic Development Corporation
Agenda Item Data Sheet
7.B

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action regarding the acquisition or transfer of real estate property.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

Dickinson Economic Development Corporation
Agenda Item Data Sheet
7.C

MEETING DATE: January 9, 2024

TOPIC:	Consideration and possible action regarding-Economic Development negotiation and opportunities.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Fran Scgers	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		