



Agenda

**Dickinson Economic Development Corporation
4403 State Highway 3
Dickinson, TX 77539
Council Chambers**

The presiding officer and a quorum of the Dickinson EDC will be present at the physical location above.

Monday, September 15, 2025 at 6:30 PM

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

2. **INVOCATION AND PLEDGE OF ALLEGIANCE**

3. **STAFF UPDATE**

Dave Funk and Kaitlyn McMillan

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 August 25th, 2025.

5.B Consideration and possible action to approve the July 2025 DEDC Financial and Investment Report.

5.C Consideration and possible action to approve the July 2025 DEDC Account Statement for Texas First Bank and TexPool.

5.D Consideration and possible action to approve the August 2025 Monthly Administrative Service Fee Transfer Request.

5.E Consideration and possible action to approve the August 2025 Payroll Transfer Request.

6. **OLD BUSINESS**

- 6.A Consideration and possible action to approve the DEDC Fiscal Year 2025-2026 Budget.

7. **NEW BUSINESS**

- 7.A Consideration and possible action to fund the City of Dickinson's pro-rated portion of the County Flood Mitigation Study.

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

- 8.A Texas Government Code Section 551.072 - Deliberations Regarding Real Property
Deliberate the purchase, exchange, lease, or value of real property.

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

- 9.A Consideration and possible action regarding the purchase, exchange, lease, or value of real property.


10. **BOARD MEMBER COMMENTS**

11. **FUTURE AGENDA ITEMS**

12. **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 9th day of September, 2025 at 7:00 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.



Claude Oliver, City Secretary



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 agenda@dickinsontexas.gov.

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.A

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to approve the minutes from DEDC Regular Meeting held on August 25th, 2025.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• MINUTES AUGUST 25.pdf
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FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Kaitlyn McMillan	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER

MINUTES
City of Dickinson
ECONOMIC DEVELOPMENT CORPORATION
DICKINSON ECONOMIC DEVELOPMENT CORPORATION

August 25, 2025

The Dickinson Economic Development Corporation met in a duly called and announced on **Monday, August 25, 2025, at 6:30 PM at 4403 State Highway 3 Dickinson, TX 77539** in Council Chambers. The meeting was held for the purpose of considering the following items:

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

Called to order by Collin Coker at 6:30PM.

Board members present were as follows: Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia.

ITEM 2.) INVOCATION AND PLEDGE OF ALLEGIANCE

Clinton Williams gave the invocation.

ITEM 3.) ANNOUNCEMENTS AND PRESENTATIONS

Announcements concerning items of community interest. No action will be taken or discussed. Board member comments regarding items of community interest in accordance with Texas Government Code Section 551.0415.

3.A City Attorney Training for DEDC Board.

City Attorney Nghiem Doan gave his presentation. Ezreal Garcia had a question regarding "promotional activities".

ITEM 4.) STAFF UPDATE

Dave Funk & Kaitlyn McMillan

Dave Funk and Kaitlyn McMillan gave updates on the following:

- Water Street Parking Garage
- ELS Construction progress
- Parkview Multiuse Project
- 4418 Illinois Street for City usage
- Meeting date change. Moving from the second Monday of each month to the third Tuesday of each month to offset council meetings. Collin Coker also brought up moving the time to 7PM as well to comply with the regular meeting schedule.
- President's council for League City Regional Chamber. Dave will be serving on it.
- Past and upcoming events for the organization.
- Business recruitment. Trying to relocate a few businesses to the region.
- Business network update. Had some dialogue regarding what is going on with that.

ITEM 5.) 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.

No public comments.

ITEM 6.) 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.

Walter Wilson motioned to Approve , and Matt Sabatier seconded the motion.

VOTE:

6 AYES (Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick,
Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION PASSED

6.A Consideration and possible action to approve the minutes from DEDC regular meeting held on June 16th, 2025.

6.B Consideration and possible action to approve the minutes from DEDC regular meeting held on July 14th, 2025.

6.C Consideration and possible action to approve the June 2025 DEDC Account Statement for Texas First Bank and TexPool.

6.D Consideration and possible action to approve the July 2025 Monthly Administrative Service Fee Transfer Request.

6.E Consideration and possible action to approve the July 2025 Payroll Transfer Request.

6.F Consideration and possible action to approve the June 2025 DEDC Financial and Investment Report.

ITEM 7.) OLD BUSINESS

7.A Consideration and possible action to approve a contract with VisitWidget for website hosting services.

Kaitlyn McMillan gave a presentation regarding VisitWidget.

Derek Corrick motioned to Approve , and Clinton Williams seconded the motion.

VOTE:

6 AYES (Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION PASSED

7.B Consideration and possible action to sponsor the Bayou Friends Forever Inc. Black Tie Texas Gala.

Ezreal Garcia made a motion. This motion was seconded by Clinton Williams. Walter Wilson then made a motion to fund the addition \$10,000 to BFFs for the Black Tie Texas Gala.

Walter Wilson motioned to Approve , and Ezreal Garcia seconded the motion.

VOTE:

5 AYES (Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION PASSED

- 7.C Consideration and possible action regarding approval of DEDC Fiscal Year 2025-2026 Budget.

Dave Funk talked about a few points regarding the budget.

Walter Wilson motioned to Approve, and Derek Corrick seconded the motion.

VOTE:

6 AYES (Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION PASSED

Discussion ensued regarding the addition of \$30,000 to the legal fees line in the budget.

Derek Corrick motioned to Amend, Clinton Williams seconded the motion.

VOTE:

6 AYES (Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION PASSED

ITEM 8.) NEW BUSINESS

- 8.A Consideration and possible action to enter into a contract with Bay Area Houston Economic Partnership (BAHEP) for FY2026-2028.

VP Mark Mitchell came up to thank the DEDC for our partnership since 2006. He gave a brief background on BAHEP and what they do.

Matt Sabatier motioned to Approve , and Ezreal Garcia seconded the motion.

VOTE:

6 AYES (Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION PASSED

- 8.B Consideration and possible action to approve an incentive request application for depot repairs for Keep Dickinson Beautiful.

Julie Masters came up to speak on the item and the issues with the depot.

Walter Wilson motioned to , and Ezreal Garcia seconded the motion.

VOTE:

6 AYES (Collin Coker, Matt Sabatier, Walter Wilson, Derek Corrick, Clinton Williams, Ezreal Garcia)

0 NAYS

MOTION

ITEM 9.) EXECUTIVE (CLOSED) SESSION(S)

No items.

ITEM 10.) ACTION ITEMS FROM EXECUTIVE (CLOSED) SESSION(S)

No items.

ITEM 11.) BOARD MEMBER COMMENTS

Matt Sabatier asked a question about SkyH20.

ITEM 12.) FUTURE AGENDA ITEMS

None.

ITEM 13.) ADJOURNMENT

Adjourned at 8:34PM.

PASSED APPROVED, AND ADOPTED this _____.

Collin Coker, Board President

ATTEST:

Claude Oliver, City Secretary

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.B

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to approve the July 2025 DEDC Financial and Investment Report.
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BACKGROUND:

RECOMMENDATION:	Staff recommends approval of July 2025 DEDC Financial and Investment Report.
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ATTACHMENTS:	• DEDC Financials FY24 2025-07.pdf
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FUNDING ISSUES:	Not applicable - no dollars are being spent or received.
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FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER



**FISCAL YEAR 2024-2025
FINANCIAL REPORT**

**Month Ending:
July 31, 2025**

FY 2025 ADOPTED				
Account	Description	BUDGET	July 25 Actual	YTD Actuals
<u>Revenue</u>				
40-7001-00-000	SALES TAX REVENUE	2,167,100.00	158,441.03	1,420,603.28
40-7621-00-000	INTEREST INCOME	200,000.00	13,313.12	105,398.53
Revenue Total		2,367,100.00	171,754.15	1,526,001.81
<u>Expenditures</u>				
Capital Outlay				
40-8527-22-000	LAND CONT SVS/CONT PAYMENTS			2,111.93
40-8612-22-000	COMPUTER EQUIP & SOFTWARE			1,395.69
40-8619-22-000	PROPERTY ACQUISITION	1,582,830.00		87,662.64
Total Capital Outlay		1,582,830.00	0.00	91,170.26
Contractual Services				
40-8427-18-000	DEMOLITION SERVICES	10,000.00		0.00
40-8434-18-000	MARKETING & ADVERTISING	-	-	-
40-8501-18-000	FINANCE & AUDIT	4,000.00		2,800.00
40-8515-18-000	LEGAL	20,000.00	2,452.50	2,452.50
40-8526-18-000	PROFESSIONAL SERVICES	250,000.00		2,300.00
40-8527-18-000	CONTRACT SERVICES			2,111.93
40-8539-18-000	ADMINISTRATIVE SERVICES	336,000.00	28,000.00	280,000.00
Total Contractual Services		620,000.00	30,452.50	289,664.43
Debt Service				
40-8951-40-000	DEBT PAYMENT - INTEREST			0.00
40-8901-40-000	DEBT PAYMENT - PRINCIPAL			0.00
Total Debt Service		0.00	0.00	0.00
Project & Programs				
40-8445-41-022	BUSINESS RETENTION & DEV PROGRAM	75,000.00		110.51
40-8524-41-000	SITE PREPARATION	250,000.00		327,444.00
Total Project & Programs		325,000.00	0.00	327,554.51
Administration				
40-8548-00-000	REFUND SALES TAX TO COMPTROLLER	116,850.00		0.00
40-8210-01-000	OFFICE & POSTAGE SUPPLIES	3,000.00	114.32	985.55
40-8301-01-000	BUILDING/PROPERTY MAINTENANCE			126.31
40-8402-01-000	TRAVEL & TRAINING	60,000.00		10,217.60
40-8403-01-000	DUES/SUBSCRIPTIONS/BOOKS	6,500.00	20.00	23,138.82
40-8417-01-000	UTILITIES-GAS/ELECTICITY/WATER	1,000.00	184.38	1,716.23
40-8425-01-000	SPECIAL EVENTS	25,000.00		0.00
40-8434-01-000	MARKETING & ADVERTISING	75,000.00	5,039.97	30,213.48
40-8435-01-000	ECONOMIC DEVELOPMENT GRANTS	25,000.00	13,047.97	36,666.59
40-8441-01-000	LOCAL MEETINGS DEDC BOARD	3,500.00	300.45	2,506.78
40-8708-01-000	PROPERTY INSURANCE-REAL/PERSO	Need Budget		0.00
40-8709-01-000	PUBLIC OFFICIAL INSURANCE	Adjustment		-
Total Administration		315,850.00	18,707.09	105,571.36

Salary & Benefits

40-8101-02-000	SALARY & WAGES	220,000.00	16,923.07	175,182.35
40-8105-02-000	CAR ALLOWANCE	0.00	400.00	3,200.00
40-8114-02-000	LONGEVITY PAY	240.00		0.00
40-8150-02-000	OASDI	10,241.00	329.30	2,482.32
40-8151-02-000	MEDICARE	2,937.00	248.94	2736.9
40-8152-02-000	UNEMPLOYMENT TAX	774.00		126.00
40-8153-02-000	RETIREMENT (TMRS)	23,604.00	1,876.10	20,280.87
40-8155-02-000	EMPLOYEE GROUP INSURANCE	17,671.00	1,740.84	16,498.44
40-8156-02-000	WORKER'S COMP INSURANCE	12,276.00		84.44
Total Salary & Benefits		287,743.00	21,518.25	220,591.32

Total Expenditures	2,843,680.00	70,677.84	1,034,551.88
Total Revenue	2,367,100.00	171,754.15	1,526,001.81
Total Revenue less Total Expenditures	-476,580.00	101,076.31	491,449.93
ESTIMATED	4,390,732.00		3,813,524.56
ESTIMATED ENDING FUND BALANCE	3,914,152.00		4,304,974.49

DICKINSON ECONOMIC DEVELOPMENT CORPORATION
FISCAL YEAR 2024-2025
Check Register
July 31, 2025

Date	Vendor	Amount	Description
7/3/2025	T-Mobile	\$ 58.09	Dialpad
7/17/2025	Structure Tone Southwest	\$ 82,094.79	Design Fees for Picnic Grounds
7/25/2025	Amazon	\$ 23.79	Office Supplies
7/25/2025	AT&T	\$ 76.94	Monthly Wireless
7/25/2025	Bayou Friends Forever	\$ 5,000.00	Event Sponsorship
7/25/2025	McDowell Hetherington LLP	\$ 1,237.50	Legal Fees
7/25/2025	WCID	\$ 35.10	Property Water Bill
7/31/2025	Kimley Horn	\$ 1,850.00	Proff Services - Water St Garage
7/31/2025	Structure Tone Southwest	\$ 68,400.00	Design Fees for Picnic Grounds
7/31/2025	WCID	\$ 35.10	Property Water Bill
		<hr/>	
		\$ 158,811.31	

DICKINSON ECONOMIC DEVELOPMENT CORPORATION
INVESTMENT REPORT PERIOD ENDING:
July 31, 2025

Account	Interest Rate	Purchase Date	Due Date	Days to Maturity	Book Value	Market Value Change	Interest Paid Year to Date
Texas First Bank - Operating	4.14%	NA	Demand	1	4,090,834	(72,293)	89,888
TexPool - Investment	4.33%	NA	Demand	1	141,850	519	4,659
Total (all cash & investments)					4,232,683	(71,773)	94,546

Weighted Average Rate (WAR) 4.146%

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 Investment Policy.

*Interest rate based on excess bank balance.



Director of Finance

9/9/2025

Date

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.C

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to approve the July 2025 DEDC Account Statement for Texas First Bank and TexPool.
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BACKGROUND:

RECOMMENDATION:	Staff recommends approval of the July 2025 DEDC's Account Statement for Texas First Bank and TexPool
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ATTACHMENTS:	<ul style="list-style-type: none">• 202507 DEDC TEXPOOL.pdf• DEDC OPERATING (7418)- 202507.pdf
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FUNDING ISSUES:	Not applicable - no dollars are being spent or received.
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FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER

TexPool Participant Services
1001 Texas Avenue, Suite 1150
Houston, TX 77002

JN04624



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 07/01/2025 - 07/31/2025

Page 1 of 2

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

TexPool Update

TexPool Participant Services is excited to announce that beginning August 18, 2025, TexPool Prime's transaction cutoff time will be extended from 2:00 p.m. CT to 3:00 p.m. CT.

TexPool Summary

Pool Name	Beginning Balance	Total Deposits	Total Withdrawals	Total Interest	Current Balance	Average Balance
Texas Local Government Investment Pool	\$141,832.88	\$0.00	\$0.00	\$519.45	\$142,352.33	\$141,849.64
Total Dollar Value	\$141,832.88	\$0.00	\$0.00	\$519.45	\$142,352.33	

Portfolio Value

Pool Name	Pool/Account	Market Value (07/01/2025)	Share Price (07/31/2025)	Shares Owned (07/31/2025)	Market Value (07/31/2025)
Texas Local Government Investment Pool	449/7938200001	\$141,832.88	\$1.00	142,352.330	\$142,352.33
Total Dollar Value		\$141,832.88			\$142,352.33

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/7938200001	\$519.45	\$3,531.83
Total		\$519.45	\$3,531.83

D
40-1124

C
40-7621



00151791

Statement Period

07/01/2025 - 07/31/2025

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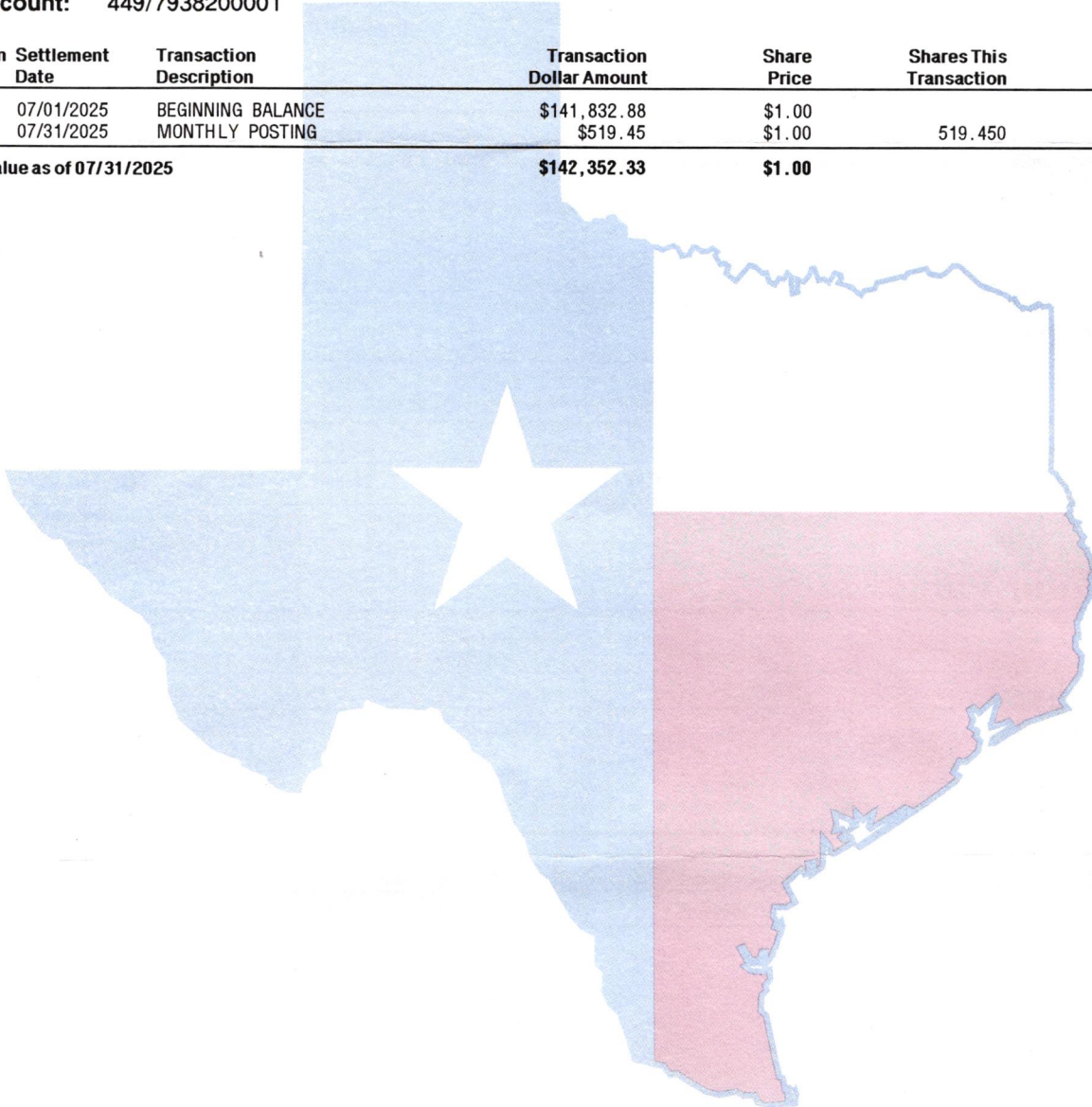
Transaction Detail

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
07/01/2025	07/01/2025	BEGINNING BALANCE	\$141,832.88	\$1.00		141,832.880
07/31/2025	07/31/2025	MONTHLY POSTING	\$519.45	\$1.00	519.450	142,352.330
Account Value as of 07/31/2025			\$142,352.33	\$1.00		142,352.330





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

Page 1 of 4

Account Number: ****7418
Date 07/31/25

EM

AA -PUBLIC FUNDS NOW WITHDRAWN DICKINSON ECONOMIC DEVELOPMENT

Acct XXXXXX7418

Summary of Activity Since Your Last Statement

Beginning Balance	7/01/25	4,163,126.09	
Deposits / Misc Credits	2	174,121.92	
Withdrawals / Misc Debits	13	246,414.47	
** Ending Balance	7/31/25	4,090,833.54	**
Service Charge		.00	
Average Balance		4,157,497	
Enclosures		7	

	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
7/14	161,328.25	May25 Sales Tax paid in June
7/14	12,793.67	Credit YTD Interest

Debits and Other Withdrawals

Date	Amount	Activity Description
7/15	28,400.00	April 25 ASA
7/15	28,400.00	May 25 ASA
7/15	28,400.00	June 25 ASA
7/18	21,443.28	June 25 Payroll
7/18	21,464.76	April 25 Payroll
7/18	28,282.25	May 25 Payroll



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CUSTOMER SERVICE
(409) 948-1993

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

1

Page

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Account Number:

****7418

Checks

Date	Check No	Amount	Date	Check No	Amount	Date	Check No	Amount
7/03	4540	13.60	7/14	4543	58.09	7/31	4547	35.10
7/01	4541	6,550.00	7/24	4544	82,094.79			
7/01	4542	35.10	7/31	4546*	1,237.50			

* indicates a break in check number sequence

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
7/01	4,156,540.99	7/15	4,245,391.22	7/31	4,090,833.54
7/03	4,156,527.39	7/18	4,174,200.93		
7/14	4,330,591.22	7/24	4,092,106.14		

Effective September 1st, please review the updated Fee Schedule attached behind your statement. The BOLD on the Fee Schedule will reflect the increases on September 1, 2025.



Account Number

****7418

Date 07/31/2025

Page

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THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **CHICO STREET**
P.O. BOX 600004
DALLAS, TX 75206-0004

Amount: **\$13.60**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/03/2025 4540 \$13.60

THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **WELLS FARGO BANK, N.A.**
P.O. BOX 3007
DICKINSON, TX 75025

Amount: **\$35.10**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/31/2025 4547 \$35.10

THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **RAEY HUNT & ASSOCIATES, INC.**
P.O. BOX 600004
DALLAS, TX 75206-0004

Amount: **\$6,550.00**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/01/2025 4541 \$6,550.00

THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **WELLS FARGO BANK, N.A.**
P.O. BOX 3007
DICKINSON, TX 75025

Amount: **\$35.10**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/01/2025 4542 \$35.10

THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **FARMERS USA INC.**
P.O. BOX 742256
CHICAGO, IL 60674-0256

Amount: **\$58.09**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/14/2025 4543 \$58.09

THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **STRUCTURE TONN SOLUTIONS LLC**
3500 MARBLE AVE
SUITE 2000
DALLAS, TX 75229

Amount: **\$82,094.79**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/24/2025 4544 \$82,094.79

THIS CHECK IS NOT VALID UNTIL A RED INK SIGNATURE AND A RED INK DATE ARE BOTH PRESENT AND THE CHECK IS DEPOSITED WITHIN 60 DAYS OF THE DATE OF ISSUANCE.

CITY OF DICKINSON
CITY OF DICKINSON
4400 OPERATING
DICKINSON, TX 75025

Pay to the order of: **MCDOWELL ENTERPRISES LLP**
3300 MARLIN ST
STE 3400
HOUSTON, TX 77062

Amount: **\$1,237.50**

Signature: *[Signature]*

MD06561P K111110250C 10337418P

07/31/2025 4546 \$1,237.50



FEE SCHEDULE

ACCOUNT INFORMATION

Information on your account is available online, via the phone, or in-person.

- ONLINE | Online banking is available for both individual and commercial customers at www.texasfirst.bank
IN-PERSON | We have 27 banking centers along the Texas Gulf Coast. Visit www.texasfirst.bank/locations to find the location closest to you.
TELEPHONE | There is no cost to you for inquiries about your account using the Telephone Banking phone number: 855-355-8321

GENERAL PROVISIONS

Statements are provided monthly on checking accounts, monthly and/or quarterly on savings accounts and annually on IRAs.

SAFE DEPOSIT BOX

Annual Rental

Available sizes vary by location. Check with your local banking center location for availability and fees.

Key Deposit	Drilling Fee
\$15.00	\$25.00 + Cost

REPORT LOST OR STOLEN VISA CARDS

Check Cards	Credit Cards
(800) 500-1044	(800) 325-3678

ACCOUNT ADD-ONS

Kasasa Protect™ for Kasasa account holders	\$7.99/month
Kasasa Protect™ for non-Kasasa account holders	\$12.99/month
Executive Package	\$3.99/month
Star Club	\$10/month

CUSTOMER SERVICES

Customer Item Sent for Collection	\$11.00 + Cost
Return Fee for Loan Payment	\$29.50
Draft Sent for Collection	\$15.75
Reorder Coupon Book	\$6.25

MISCELLANEOUS SERVICES

Garnishment/Levies/Restraining Orders	\$50.00 + legal fees
Cashier's Check	\$6.25
Notary Fees per Signature	\$6.00
Money Order	\$3.50
Outgoing Wire Transfer (Manual)	\$29.00
Outgoing Wire Transfer (Online)	\$20.00
Incoming Wire Transfer	\$12.00
Wire Transfer (international)	\$26.50 + Cost
Wire Return Request	\$12.00
Business Bill Pay	\$8.00
Dynamic Transfer Fee	\$5.00
Visa® Gift Card	\$5.00
Visa® Prepaid Card	\$9.95
Visa® Travel Card	\$9.95
Copies (per page)	\$1.00
Fax Service (first page)	\$5.00
(each additional page)	\$3.00
Preparation of Credit Verification	\$16.25
Preparation of Account Verification	\$16.25
Temporary Checks	\$1.00 first check, \$.50 each additional
Lockbags	\$40.00 per bag
Foreign Currency Purchase	\$25.00 + Cost
Foreign Currency Return (Buy Back)	\$10.00 + Cost
Visa® Check Cards:	
Replacement Card or New PIN	\$6.75
Currency Conversion Fee	1% of the transaction
Non-Texas First Bank ATM Withdrawal	\$1.00 + Variable ATM Fee

BOOKKEEPING DEPARTMENT

Coded Accounts	\$26.50
Return Deposited Items	\$12.00
Return Mail Fee	\$10 per month for return mail addresses on active accounts
Telephone Banker PIN Reset	\$6.75
Returned Check/Insufficient Funds	\$29.50
Stop Payment Order	\$29.50
Overdraft	\$29.50
Balance Inquiry	\$3.00
Snapshot Statement	\$3.50
Assistance in Statement Balancing	\$10.00 minimum
Assistance after first 15 minutes	\$15.00/half hour
Research Items or Statements	\$15.00/half hour
Photostat Copy of Researched Items	\$1.00 per page
CD of Researched Items	\$1.00 per CD
Close New Account (within 6 months)	\$25.00*
Hold Statement	\$5.00/month
Mailing Information	\$2.00 + cost of postage/delivery
Telephone Transfer	\$5.00

SERVICE FOR NON-CUSTOMERS

Check Cashing	1.5% of the amount with a \$3 minimum
Cashier's Check Exchange	\$15.00

Effective Date: 09/01/2025

(Fees for use at non-proprietary ATM's vary and will include a \$1 fee charged separately by Texas First Bank.)
*Charge assessed only if the customer has no other depository relationship with bank.



www.texasfirst.bank

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.D

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to approve the August 2025 Monthly Administrative Service Fee Transfer Request.
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BACKGROUND:	<p>The Administrative Services Agreement (ASA) calls for monthly payment for the preceding month in the amount of \$28,000. The new ASA was approved as a part of the budget by the EDC board at the 9/11/24 DEDC Meeting and by City Council at the 10/11/24 City Council Meeting.</p> <p>Also included on the monthly transfer is the annual amount of \$4,000 for DEDC's portion of the fiscal year audit and financial reports.</p> <p>The attachment to this item contains the request.</p>
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RECOMMENDATION:	Staff recommends approval of the August 2025 ASA Monthly Transfer Request.
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ATTACHMENTS:	<ul style="list-style-type: none">• FY25 ASA_2508.pdf
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FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL YES	READINGS PASSED	OTHER



CITY OF DICKINSON

MONTHLY TRANSFER

Payment Date: 9/15/2025

RE: August 2025 ASA

From: Dickinson Economic Development Corporation

TRANSFER TO CITY OF DICKINSON GF	INTERLOCAL	Monthly BILLING	
Administrative Services (Accrued)	336,000.00	28,000.00	*
Audit (Accrued)	4,000.00	400.00	**
40-1127-00-000 Cash DEDC Operating Fund (Credit)			
40-2300-00-000 Due to GF (Debit)			
SUBTOTAL: CITY OF DICKINSON GENERAL FUND	\$ 340,000.00	\$ 28,400.00	

OFF SET ENTRIES	BILLING
99-1121-00-000 Cash GF Operating Fund (Debit)	28,400.00
01-1310-00-000 Due from DEDC (Credit)	

Total Interfund Transfers	\$ 28,400.00
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Prepared by: Sarah Clark, Finance Director

Signature: Sarah Clark

Note: This request is for Admin Services Fee month of August 2025.

* The Administrative Services Agreement (ASA) calls for monthly payment for the preceding month in the amount of \$28,000. The new ASA was approved as a part of the budget by the EDC board at the 9/11/24 DEDC Meeting and by City Council at the 10/11/24 City Council Meeting

** Prorated for 10 months. Was included on quarterly transfer in FY24 but added to monthly transfer for efficiency

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.E

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to approve the August 2025 Payroll Transfer Request.
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BACKGROUND:	<p>At each monthly Dickinson Economic Development Corporation (DEDC) Board meeting, the DEDC Board is presented with a request to transfer funds from the DEDC TX 1st Operating account to the City of Dickinson TX 1st Operating account for the previous month's DEDC related payroll.</p> <p>David Funk was hired 5/13/24 as the DEDC Director. Kaitlyn McMillian was hired 7/22/24 as the DEDC Marketing and Communications Manager.</p> <p>The attachment to this item contains the request and the support to back up the amount requested.</p>
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RECOMMENDATION:	Staff recommends approval.
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ATTACHMENTS:	<ul style="list-style-type: none">• 2508 Payroll Backup.pdf• FY2025 Monthly AP Payroll Transfer Request_2508.pdf
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FUNDING ISSUES:	Full amount already budgeted in Acct/Project#
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FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER



Date Range: 08/01/2025 - 08/31/2025

Account	Name	Module Activity
Fund: 40 - DEDC Fund 40-1130-00-000	CLAIM ON CASH	-20064.6
Post Date	Packet Number Source Transaction Pmt Number Description Vendor Project Account Amount	
08/04/2025	APPKT01822 DFT0001298 TEXAS MUNICIPAL RETIREMENT SYSTEM 3 - TEXAS MUNICIPAL RETIREMENT SYSTEM	-1508.7
08/04/2025	APPKT01822 DFT0001298 TEXAS MUNICIPAL RETIREMENT SYSTEM 3 - TEXAS MUNICIPAL RETIREMENT SYSTEM	-1580.02
08/08/2025	PYPKT00595 PYPKT00595 - 7/20/2025 Packet PYPKT00595: 7/20/2025-8/02/2025	-7977.88
08/12/2025	APPKT01822 DFT0001299 U.S. TREASURY, DEBT MGMT SERV SEC F 1015 - U.S. TREASURY, DEBT MGMT SERV	-742.73
08/12/2025	APPKT01822 DFT0001299 U.S. TREASURY, DEBT MGMT SERV SEC F 1015 - U.S. TREASURY, DEBT MGMT SERV	-329.3
08/12/2025	APPKT01822 DFT0001299 U.S. TREASURY, DEBT MGMT SERV SEC F 1015 - U.S. TREASURY, DEBT MGMT SERV	-254.74
08/22/2025	PYPKT00596 PYPKT00596 - 8/03/2025 Packet PYPKT00596: 8/03/2025 TO 8/16	-7671.23
Module Activity:		-20064.6



TRANSFER

Date: 9/15/2025

RE: August 25 Payroll

CITY OF DICKINSON

From: Dickinson Economic Development Corporation

TRANSFER TO CITY OF DICKINSON		Total Amount
Monthly Payroll Transfer Request		20,064.60
40-1127-00-000 Credit		
99-1121-00-000 Debit		
SUBTOTAL: CITY OF DICKINSON GENERAL FUND		\$ - \$ 20,064.60

Prepared by: Sarah Clark, Finance Director

Signature: Sarah Clark

Date: 9/9/2025

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.

Dickinson Economic Development Corporation
Agenda Item Data Sheet
6.A

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to approve the DEDC Fiscal Year 2025-2026 Budget.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• FY26 DEDC Proposed Budget to Council.pdf
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FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Sarah Clark	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER



FY26 Proposed Budget

Dickinson Economic Development Corporation

Period Ending 9/30/26

		2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Total Budget	2024-2025 YTD Activity	2025-2026 PROPOSED
Revenue						
DEDC REVENUE						
40-7001-00-000	SALES TAX REVENUE	\$ 2,095,079.77	\$ 2,140,622.79	\$ 2,167,100.00	\$ 1,420,603.28	\$ 2,000,000.00
40-7621-00-000	INTEREST INCOME	\$ 300,979.17	\$ 209,241.30	\$ 200,000.00	\$ 118,192.20	\$ 140,000.00
DEDC REVENUE Total:		\$ 2,396,058.94	\$ 2,349,864.09	\$ 2,367,100.00	1,538,795.48	\$ 2,140,000.00
Revenue Total:		\$ 2,396,058.94	\$ 2,349,864.09	\$ 2,367,100.00	1,538,795.48	\$ 2,140,000.00
Expense						
DEDC CAPITAL OUTLAYS						
40-8612-22-000	COMPUTER EQUIP & SOFTWARE	\$ 1,811.21	\$ 261.67	\$ -	\$ 1,395.69	0
40-8619-22-000	REAL PROPERTY ACQUISITION	\$ 2,528,713.86	\$ 1,772,598.19	\$ 1,582,830.00	\$ 88,771.70	\$ 1,400,000.00
DEDC CAPITAL OUTLAYS Total:		\$ 2,530,525.07	\$ 1,772,859.86	\$ 1,582,830.00	\$ 90,167.39	\$ 1,400,000.00
DEDC CONTRACT SERVICES						
40-8427-18-000	DEMOLITION SERVICES	\$ -	\$ -	\$ 10,000.00	\$ -	\$ 24,000.00
40-8501-18-000	FINANCIAL & AUDITING	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 2,800.00	\$ 4,000.00
40-8515-18-000	LEGAL	\$ 59,993.28	\$ 19,174.00	\$ 20,000.00	\$ 2,452.50	\$ 50,000.00
40-8526-18-000	PROFESSIONAL SERVICES	\$ 429,018.12	\$ 361,477.32	\$ 250,000.00	\$ 2,300.00	\$ 100,000.00
40-8527-22-000	CONTRACTUAL SERVICES	\$ 901,012.10	\$ 133,720.06	\$ -	\$ 2,111.93	\$ 35,000.00
40-8539-18-000	ADMINISTRATIVE SERVICES	\$ 275,000.04	\$ 275,000.03	\$ 336,000.00	\$ 252,000.00	\$ 336,000.00
40-8708-01-000	PROPERTY INSURANCE-REAL/PERSONAL	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
40-8709-01-000	PUBLIC OFFICIAL INSURANCE	\$ 1,200.00	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00
DEDC CONTRACT SERVICES Total:		\$ 1,680,223.54	\$ 804,571.41	\$ 620,000.00	\$ 261,664.43	\$ 560,200.00
DEDC DEBT SERVICE						
40-8901-40-000	PRINCIPAL	\$ -	\$ -	\$ -	\$ -	0
40-8951-40-000	INTEREST EXPENSE	\$ -	\$ -	\$ -	\$ -	0
DEDC DEBT SERVICE Total:		\$ -	\$ -	\$ -	\$ -	0
DEDC PROJECTS & PROGRAMS						
40-8445-01-000	SPECIAL PROJECTS	\$ -	\$ -	\$ -	\$ 327,444.00	\$ 2,885,000.00
40-8445-41-022	BUSINESS RETENTION & DEV PRGM	\$ 1,942.59	\$ 2,600.00	\$ 75,000.00	\$ 110.51	\$ 50,000.00
40-8524-41-000	PROFESSIONAL SERVICES - ENGINEERING	\$ 93,887.50	\$ 2,900.00	\$ 250,000.00	\$ -	\$ 150,000.00
DEDC PROJECTS & PROGRAMS Total:		\$ 95,830.09	\$ 5,500.00	\$ 325,000.00	\$ 327,554.51	\$ 3,085,000.00
DEDC ADMIN/OPERATIONS						
40-8210-01-000	OFFICE SUPPLIES & POSTAGE	\$ 4,057.39	\$ 2,007.48	\$ 3,000.00	\$ 985.55	\$ 1,200.00
40-8301-01-000	BUILDING & PROPERTY MAINTENANCE	\$ -	\$ 306.15	\$ -	\$ 126.31	\$ 10,000.00
40-8402-01-000	TRAVEL & TRAINING	\$ 63,521.53	\$ 14,696.20	\$ 60,000.00	\$ 10,217.60	\$ 33,000.00
40-8403-01-000	DUES, SUBSCRIPTIONS & BOOKS	\$ 2,204.63	\$ 5,201.08	\$ 6,500.00	\$ 23,118.82	\$ 61,540.00
40-8407-01-000	COMMUNICATIONS	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00
40-8417-01-000	UTILITIES	\$ 3,040.52	\$ 1,237.80	\$ 1,000.00	\$ 1,716.23	\$ 600.00
40-8425-01-000	SPECIAL EVENTS - BRE	\$ -	\$ 100.00	\$ 25,000.00	\$ -	\$ 15,000.00
40-8434-01-000	MARKETING & PROMOTIONS	\$ 194,545.46	\$ 50,583.39	\$ 75,000.00	\$ 30,173.51	\$ 60,000.00
40-8435-01-000	ECONOMIC DEVELOPMENT GRANTS	\$ 738,000.00	\$ 219,306.58	\$ 25,000.00	\$ 23,618.62	\$ 0.01
40-8441-01-000	LOCAL MEETINGS FOR DEDC BOARD	\$ 4,033.72	\$ 3,015.76	\$ 3,500.00	\$ 2,206.33	\$ 3,500.00
40-8442-01-000	BANK CHARGES	\$ 42,010.00	\$ -	\$ -	\$ -	\$ -
40-8548-00-000	REFUND SALES TAX TO COMPTROLLER	\$ -	\$ -	\$ 116,850.00	\$ -	\$ 116,850.00
DEDC ADMIN/OPERATIONS Total:		\$ 1,051,413.25	\$ 296,454.44	\$ 315,850.00	\$ 92,162.97	\$ 302,890.01

		2022-2023	2023-2024	2024-2025	2024-2025	2025-2026
		Total Activity	Total Activity	Total Budget	YTD Activity	PROPOSED
Category: 97 - DEDC SALARY & BENEFITS						
40-8101-02-000	BASE SALARY	\$ 159,638.84	\$ 97,822.57	\$ 220,000.00	\$ 183,643.89	\$ 233,200.00
40-8105-02-000	VEHICLE ALLOWANCE	\$ 4,800.00	\$ 1,600.00	\$ -	\$ 3,600.00	\$ 9,600.00
40-8114-02-000	LONGEVITY PAY	\$ 60.00	\$ 408.00	\$ 240.00	\$ -	\$ 240.00
40-8150-02-000	OASDI	\$ 1,032.78	\$ -	\$ 10,241.00	\$ 2,646.97	\$ 4,545.89
40-8151-02-000	MEDICARE	\$ 2,519.24	\$ 1,455.05	\$ 2,937.00	\$ 2,864.27	\$ 3,424.11
40-8152-02-000	UNEMPLOYMENT TAX (TWC)	\$ 9.00	\$ 225.00	\$ 774.00	\$ 126.00	\$ 126.00
40-8153-02-000	RETIREMENT (TMRS)	\$ 17,196.22	\$ 8,747.36	\$ 23,604.00	\$ 21,240.58	\$ 25,775.40
40-8155-02-000	EMPLOYEE GROUP INSURANCE	\$ 22,645.32	\$ 10,393.24	\$ 17,671.00	\$ 17,266.62	\$ 16,953.36
40-8156-02-000	WORKER'S COMPENSATION INSUR	\$ 715.17	\$ 637.00	\$ 12,276.00	\$ 84.44	\$ 237.00
Category: 97 - DEDC SALARY & BENEFITS Total:		\$ 208,616.57	\$ 121,288.22	\$ 287,743.00	\$ 231,472.77	\$ 294,101.76
Expense Total:		\$ 5,566,608.52	\$ 3,000,673.93	\$ 3,131,423.00	\$ 1,003,022.07	\$ 5,642,191.77
Report Surplus (Deficit):		\$ (3,170,549.58)	\$ (650,809.84)	\$ (764,323.00)	\$ 535,773.41	\$ (3,472,191.77)

Dickinson Economic Development Corporation
Agenda Item Data Sheet
7.A

MEETING DATE: September 15, 2025

TOPIC:	Consideration and possible action to fund the City of Dickinson's pro-rated portion of the County Flood Mitigation Study.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:
FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Kaitlyn McMillan	CITY MANAGER APPROVAL:
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ACTIONS TAKEN		
APPROVAL	READINGS PASSED	OTHER
NO		

Dickinson Economic Development Corporation
Agenda Item Data Sheet
8.A

MEETING DATE: September 15, 2025

TOPIC:	Texas Government Code Section 551.072 - Deliberations Regarding Real Property Deliberate the purchase, exchange, lease, or value of real property.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:

FUNDING ISSUES:

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBERS: Kaitlyn McMillan
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CITY MANAGER APPROVAL:

ACTIONS TAKEN		
APPROVAL NO	READINGS PASSED	OTHER