



Agenda
Dickinson Economic Development Corporation
4403 State Highway 3
Dickinson, TX 77539
Council Chambers
Tuesday, February 3, 2026 at 7:00 PM

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

1. CALL TO ORDER AND CERTIFICATION OF A QUORUM

2. INVOCATION AND PLEDGE OF ALLEGIANCE

3. STAFF UPDATE

Dave Funk & 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 January 6th, 2026.

5.B Consideration and possible action to approve the January 2026 Monthly Administrative Service Fee and Audit Transfer Request.

5.C Consideration and possible action to approve the January 2026 Payroll Transfer Request.

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

5.E Consideration and possible action to approve the November 2025 DEDC Financial and Investment Report.

6. OLD BUSINESS

7. **NEW BUSINESS**

7.A Consideration and possible action to approve the extension of the Texas First Bank Line of Credit.

8. **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 :

8.A Texas Government Code §551.071 (Consultation with Attorney) and §551.087 (Deliberation Regarding Economic Development Negotiations)
Deliberation regarding legal and economic development matters related to a proposed Chapter 380 Economic Development Agreement.

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

9.A Consideration and possible action regarding legal and economic development matters related to a proposed Chapter 380 Economic Development Agreement.

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 28th day of January, 20 20 at 2:30 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



Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.A

MEETING DATE: February 3, 2026

TOPIC:	Consideration and possible action to approve the minutes from DEDC Regular meeting held on January 6th, 2026.
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BACKGROUND:

RECOMMENDATION:

ATTACHMENTS:	• MINUTES JAN 26.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

January 6, 2026

The Dickinson Economic Development Corporation met in a duly called and announced on **Tuesday, January 6, 2026**, at **7:00 PM**. 4403 State Highway 3 Dickinson, TX 77539 Council Chambers The meeting was held for the purpose of considering the following items:

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

President Patrick Spies called the meeting to order at 7:02PM.

Board members present were as follows: Patrick Spies, Lindsay Reyes, Chris Tucker, Billy Sparks, Callen Hajda.

ITEM 2.) INVOCATION AND PLEDGE OF ALLEGIANCE

Lindsey Reyes gave the invocation.

ITEM 3.) STAFF UPDATE Dave Funk and Kaitlyn McMillan

Dave Funk & Kaitlyn McMillan gave an update on the following:

- Financial audit.
- Water Street Parking Garage.
- ELS Construction.
- Parkview development.
- Bayou Village development.
- Some general updates to include: Meeting with developers, issues with QT occupancy on the West side, new widget feature on the DEDC website, Experience Dickinson app now available for download, and League City Regional Chamber of Commerce Swing for a Cause golf tournament.

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.

None.

ITEM 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.

Lindsay Reyes motioned to Approve , and Billy Sparks seconded the motion.

VOTE:

5 AYES (Patrick Spies, Lindsay Reyes, Chris Tucker, Billy Sparks, Callen Hajda)

0 NAYS

MOTION PASSED

- 5.A Consideration and possible action to approve the October 2025 DEDC Financial and Investment Report.
- 5.B Consideration and possible action to approve the October 2025 DEDC Account Statement for Texas First Bank and TexPool.
- 5.C Consideration and possible action to approve the December 2025 Payroll Transfer Request.
- 5.D Consideration and possible action to approve the December 2025 Monthly Administrative Service Fee and Audit Transfer Request.

ITEM 6.) BOARD MEMBER COMMENTS

President Patrick Spies requested that staff set up a training session for new board members to get everyone up to speed on each project.

ITEM 7.) FUTURE AGENDA ITEMS

A request for some dates for a future workshop was made.

ITEM 8.) 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.

Adjourned at 7:49PM.

PASSED APPROVED, AND ADOPTED this _____.

Travis Magliolo, Mayor

ATTEST:

Claude Oliver, City Secretary

Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.B

MEETING DATE: February 3, 2026

TOPIC:	Consideration and possible action to approve the January 2026 Monthly Administrative Service Fee and Audit 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 by the EDC board at the 11/4/25 DEDC 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 January 2026 ASA Monthly Transfer Request.
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ATTACHMENTS:	• FY26 ASA_2601.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



MONTHLY TRANSFER

Payment Date: 2/3/2026

RE: January 2026 ASA


From: Dickinson Economic Development Corporation

TRANSFER TO CITY OF DICKINSON GF	INTERLOCAL	Monthly BILLING	
40-8539-18-00 Administrative Services - Dec (Debit)	336,000.00	28,000.00	*
40-8501-18-00 Auditing Q1 (Debit)	4,000.00	333.33	**
SUBTOTAL: CITY OF DICKINSON GENERAL FUND	\$ 340,000.00	\$ 28,333.33	

OFF SET ENTRIES		BILLING
40-1127-00-00 DEDC TX 1st Oper (Credit)		28,333.33
99-1121-00-00 TX 1st Operating (Debit)	28,333.33	
01-7726-00-00 Transfer from DEDC (Credit)		28,333.33

Total Interfund Transfers	\$ 56,666.67	\$ 56,666.67
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Prepared by: Sarah Clark, Finance Director

Signature: 

Date: 1/28/2026

Note: This request is for Admin Services Fee month of January 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.C

MEETING DATE: February 3, 2026

TOPIC:	Consideration and possible action to approve the January 2026 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.

ATTACHMENTS:

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 YES	READINGS PASSED	OTHER
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Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.D

MEETING DATE: February 3, 2026

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

RECOMMENDATION:

ATTACHMENTS:	<ul style="list-style-type: none">• DEDC (7418)-202511.pdf• 202511 DEDC TEXPOOL.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



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(855) 355-8321

CUSTOMER SERVICE
(409) 948-1993

1

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

Page 1 of 3

Account Number: *****7418
Date 11/28/25

EM

AA -PUBLIC FUNDS NOW WITHDRAWN DICKINSON ECONOMIC DEVELOPMENT

Acct XXXXXX7418

Summary of Activity Since Your Last Statement

Beginning Balance	11/01/25	2,304,356.03	
Deposits / Misc Credits	3	152,981.95	
Withdrawals / Misc Debits	12	2,308,820.68	
** Ending Balance	11/30/25	148,517.30	**
Service Charge		.00	
Average Balance		1,192,161	
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
11/05	66.67	Oct 25 ASA Overpayment
11/12	145,541.08	September 25 Sales Tax paid in November
11/13	7,374.20	Credit YTD Interest

Debits and Other Withdrawals

Date	Amount	Activity Description
11/05	19,771.90	Oct 25 Payroll Transfer
11/05	28,400.00	October 25 ASA
11/06	1,110,655.45	ACH Payments Tracking ID:4665068
11/17	507.98	ACH Payments Tracking ID:4680119
11/25	1,126,901.04	ACH Payments Tracking ID:4690772



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**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
11/03	4567	35.46	11/05	4571	35.10	11/28	4574	14.28
11/10	4568	13.60	11/17	4572	6,300.00			
11/07	4570*	16,150.00	11/26	4573	35.87			

* indicates a break in check number sequence

Daily Balance Summary

Date	Balance	Date	Balance	Date	Balance
11/03	2,304,320.57	11/10	1,129,361.19	11/25	148,567.45
11/05	2,256,180.24	11/12	1,274,902.27	11/26	148,531.58
11/06	1,145,524.79	11/13	1,282,276.47	11/28	148,517.30
11/07	1,129,374.79	11/17	1,275,468.49		



Account Number

****7418

Date

11/28/2025

Page

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THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **AT&T MOBILITY**
ORDER: **P.O. BOX 6462**
OF: **CAROL STREAM, IL 60137-0462**

Amount: **35.46**

11/03/2025 4567 \$35.46

THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **CARD ENVOY**
ORDER: **P.O. BOX 65004**
OF: **DALLAS, TX 75265-0004**

Amount: **14.28**

11/28/2025 4574 \$14.28

THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **CARD ENVOY**
ORDER: **P.O. BOX 65004**
OF: **DALLAS, TX 75265-0004**

Amount: **13.60**

11/10/2025 4568 \$13.60

THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **TEBACON CONSULTANTS, INC.**
ORDER: **P.O. BOX 98073**
OF: **ST. LOUIS, MO 63109-0873**

Amount: **16,150.00**

11/07/2025 4570 \$16,150.00

THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **WELLS FARGO**
ORDER: **P.O. BOX 307**
OF: **DICKINSON, TX 75116**

Amount: **35.10**

11/05/2025 4571 \$35.10

THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **TRUCKING**
ORDER: **EXP. 11/24/2025**
OF: **DICKINSON, TX 75116**

Amount: **6,300.00**

11/17/2025 4572 \$6,300.00

THE CHECK IS ONE OF TWO PARTS. A NEW BANK NOTE AND RECEIPT ARE REQUIRED FOR A PROPERLY NEGOTIATED CHECK. ONLY IF YOU HAVE BOTH PARTS...

CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON
CITY OF DICKINSON

Payable to: **AT&T MOBILITY**
ORDER: **P.O. BOX 6462**
OF: **CAROL STREAM, IL 60137-0462**

Amount: **35.87**

11/26/2025 4573 \$35.87



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 11/01/2025 - 11/30/2025

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	\$143,876.48	\$0.00	\$0.00	\$471.64	\$144,348.12	\$143,923.64
Total Dollar Value	\$143,876.48	\$0.00	\$0.00	\$471.64	\$144,348.12	

Portfolio Value

Pool Name	Pool/Account	Market Value (11/01/2025)	Share Price (11/30/2025)	Shares Owned (11/30/2025)	Market Value (11/30/2025)
Texas Local Government Investment Pool	449/7938200001	\$143,876.48	\$1.00	144,348.120	\$144,348.12
Total Dollar Value		\$143,876.48			\$144,348.12

Interest Summary

Pool Name	Pool/Account	Month-to-Date Interest	Year-to-Date Interest
Texas Local Government Investment Pool	449/7938200001	\$471.64	\$5,527.62
Total		\$471.64	\$5,527.62



Statement Period 11/01/2025 - 11/30/2025

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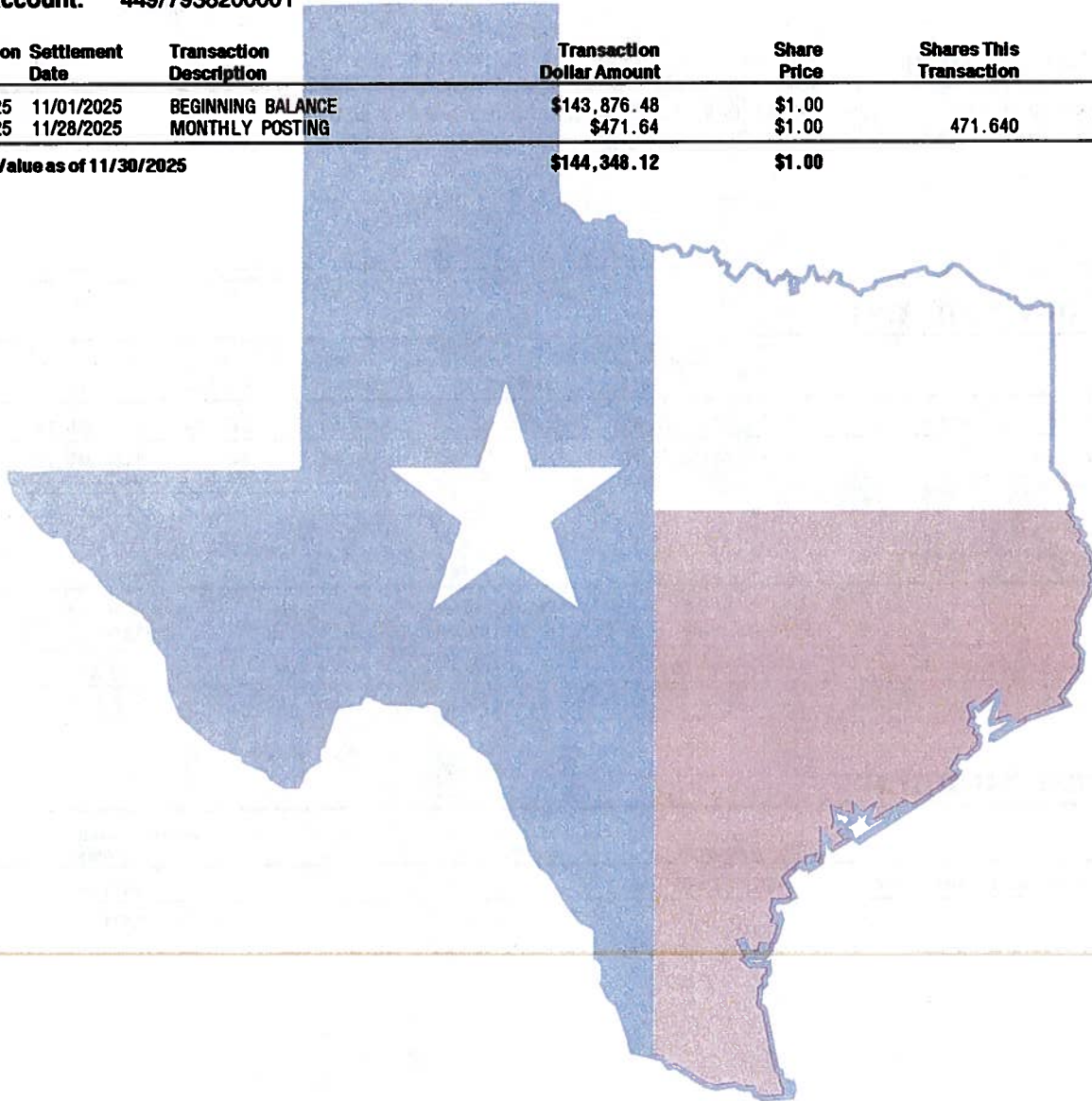
Transaction Detail

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
11/01/2025	11/01/2025	BEGINNING BALANCE	\$143,876.48	\$1.00		143,876.480
11/28/2025	11/28/2025	MONTHLY POSTING	\$471.64	\$1.00	471.640	144,348.120
Account Value as of 11/30/2025			\$144,348.12	\$1.00		144,348.120



Dickinson Economic Development Corporation
Agenda Item Data Sheet
5.E

MEETING DATE: February 3, 2026

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

RECOMMENDATION:	Staff recommends approval of November 2025 DEDC Financial and Investment Report.
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ATTACHMENTS:

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 YES	READINGS PASSED	OTHER

Dickinson Economic Development Corporation
Agenda Item Data Sheet
7.A

MEETING DATE: February 3, 2026

TOPIC:	Consideration and possible action to approve the extension of the Texas First Bank Line of Credit.
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BACKGROUND:

RECOMMENDATION: Staff Recommends Approval
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ATTACHMENTS:

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

Dickinson Economic Development Corporation
Agenda Item Data Sheet
8.A

MEETING DATE: February 3, 2026

TOPIC:	Texas Government Code §551.071 (Consultation with Attorney) and §551.087 (Deliberation Regarding Economic Development Negotiations) Deliberation regarding legal and economic development matters related to a proposed Chapter 380 Economic Development Agreement.
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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 NO	READINGS PASSED	OTHER

Dickinson Economic Development Corporation
Agenda Item Data Sheet
9.A

MEETING DATE: February 3, 2026

TOPIC:	Consideration and possible action regarding legal and economic development matters related to a proposed Chapter 380 Economic Development Agreement.
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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