



Johnnie Simpson, President
Charles Suderman
Brittany Bishop
Nita Clements
Perry Fulcher

AGENDA

Dickinson Management District REGULAR BOARD MEETING

June 16, 2022

NOTICE is hereby given of a **REGULAR MEETING** of the Dickinson Management District #1, to be held **Thursday, June 16, 2022, at 7:00 p.m.** at 4403 Hwy. 3, Dickinson, Texas 77539, for the purpose of considering the following numbered items.

- 1. CALL TO ORDER AND CERTIFICATION OF A QUORUM**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PUBLIC COMMENTS**

Members of the public are invited to give comments at this time, lasting no longer than 3 minutes. Comments may be general in nature or may address a specific agenda item, and should be directed at the entire Board, not individual members of the Board or staff. Any speaker making personal attacks or using vulgar language shall forfeit his/ her remaining time and shall be seated. In compliance with the open meetings act, the Management District may not deliberate.

5. CONSENT AGENDA:

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

- A. Approval of the Minutes for the Regular Meeting on May 19, 2022.**
- B. Approval of Financial Report ending on April 30, 2022.**
- C. Approval of the transfer request due to the new Administrative Service Agreement, which was approved at the May 19, 2022, DMD Board meeting.**

- D. Approval to pay \$125,000.000 to the Dickinson Volunteer Fire Department (DVFD), which is half of the \$250,000.00 approved and agreed upon at the May 19, 2022, DMD Board Meeting.

END OF CONSENT AGENDA

- 6. **REPORT:** Staff Update
- 7. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Dickinson Management District Application for Assistance.
- 8. **EXECUTIVE SESSION:** The Dickinson Management District will now hold a closed executive meeting pursuant to the provision of Chapter 551, Government Code, Vernon’s Texas Codes annotated, in accordance with the authority contained in:
 - A. Section 551.072 – Deliberation regarding real property.
 - B. Section 551.087 – Deliberation regarding Economic Development Negotiations
- 9. **RECONVENE**
- 10. **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Matters discussed in Executive Session.
- 11. **FUTURE AGENDA ITEMS**
- 12. **ADJOURN**

CERTIFICATION

This is to certify that a copy of the Notice of the Regular Meeting for DMD #1 for **Thursday, June 16, 2022**, was posted on the bulletin board at City Hall, 4403 Highway 3, Dickinson, Texas, on this 13th day of June 2022, prior to 7:00 p.m.


Chaise Cary, Assistant City Manager



In compliance with the Americans with Disabilities Act, the City of Dickinson will provide reasonable accommodations for disabled persons attending City Council Meetings. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary’s office at 281-337-6235 or by FAX at 281-337-6190.



DICKINSON MANAGEMENT DISTRICT #1

FISCAL YEAR 2021-2022
FINANCIAL REPORT

Month Ending:
April 30, 2022

DICKINSON MANAGEMENT DISTRICT #1
FY2021-2022
REVENUE & EXPENDITURES
PERIOD ENDING APRIL 30, 2022

	FY2021-22 Original Budget	Actuals Period to Date	Under/ (Over)	Percent
REVENUE				
Sales Tax Revenue	4,550,000	2,318,198	2,231,802	50.9%
Misc Income	-	-	-	#DIV/0!
Interest Income	1,800	2,231	(431)	124.0%
Archrock Refund 380	-	697,478	(697,478)	#DIV/0!
TOTAL REVENUE	4,551,800	3,017,907	1,533,893	66.3%
EXPENDITURES				
Contractual & Operating				
380 Rebates	3,185,000	1,453,374	1,731,626	45.6%
Capital Expenditures	671,600	646,809	24,791	96.3%
Refund Sales Tax to Comptroller	-	700,983	(700,983)	#DIV/0!
Endowment	-	-	-	#DIV/0!
Sponsorship	100,000	20,000	80,000	20.0%
Audit Services	3,000	-	3,000	0.0%
Financials Services	6,000	3,000	3,000	50.0%
Insurance Expense	1,500	1,728	(228)	115.2%
Legal Services	5,000	20,384	(15,384)	407.7%
Professional Services	35,000	1,605	33,395	100.0%
Legislative Services	20,000	10,000	10,000	50.0%
Office Supplies/Postage	500	150	350	30.0%
Subtotal Contractual & Operating	4,027,600	2,858,033	1,169,567	71.0%
Programs				
Connect CTY Service	8,400	4,200	4,200	50.0%
Expansion of City Demolition	50,000	25,000	25,000	50.0%
Major ROW Mowing Service	20,000	10,000	10,000	50.0%
Fixed Route Bus Service	48,000	44,710	3,290	93.1%
Local Match-Bus Stop Improv.	-	-	-	#DIV/0!
Holiday Decorations	50,000	44,680	5,320	89.4%
Subtotal Programs	176,400	128,590	47,810	72.9%
Capital				
Transfer to Streets Maintenance	1,000,000	500,000	500,000	50.0%
Transfer to General Fund	-	-	-	#DIV/0!
Subtotal Capital	1,000,000	500,000	500,000	50.0%
TOTAL EXPENDITURES	5,204,000	3,486,623	1,717,377	67.0%
REVENUE-EXPENDITURES	(652,200)	(468,715)		

**DICKINSON MANAGEMENT DISTRICT
INVESTMENT REPORT MONTH ENDING:
April 30, 2022**

Account	Interest Rate	Purchase Date	Due Date	Days to Maturity	Book Value	Beginning Market Value	Ending Market Value	Interest Paid Year to Date
Capital One - Operating	0.10%	NA	Demand	1	-	-	-	139
Texas First - Operating	0.51%	NA	Demand	1	1,610,622	1,690,295	1,610,622	2,463
Total (all cash & investments)					1,610,622	1,690,295	1,610,622	2,601

DICKINSON MANAGEMENT DISTRICT #1
Fiscal Year 2021-2022
Check Register
April 30, 2022

Date	Vendor	Amount	Description
4/28/2022	COMPTROLLER OF PUBLIC ACCTS	\$ 700,982.84	DMD SALES TAX REIMBURSEMENT
4/6/2022	DICKINSON EDUCATION FOUND	\$ 5,000.00	SPONSORSHIP
4/6/2022	DICKINSON HISTORICAL SOC	\$ 5,000.00	SPONSORSHIP
4/6/2022	DICKINSON LITTLE ITALY	\$ 10,000.00	SPONSORSHIP
4/28/2022	DVFD	\$ 231,600.00	EQUIPMENT REQUEST APPROVED
4/28/2022	STEWART TITLE	\$ 1,176.64	DMD GLO LAND SWAP
4/28/2022	OLSON & OLSON	\$ 5,900.00	FEB AND MAR LEGAL SERVICES
4/13/2022	ARCHROCK PARTNERS	\$ 35,678.73	SALES TAX REBATE
4/13/2022	ARCHROCK SERVICES	\$ 1,974.11	SALES TAX REBATE
4/13/2022	BH BUILDINGS	\$ 34,710.28	SALES TAX REBATE
4/13/2022	GH PROCUREMENT	\$ 33,316.58	SALES TAX REBATE
4/13/2022	HOMECO PURCHASING	\$ 33,265.32	SALES TAX REBATE
4/28/2022	HOMECO PURCHASING	\$ 40,786.89	SALES TAX REBATE
4/13/2022	PRIORITY PURCHASING	\$ 76,614.64	SALES TAX REBATE
4/13/2022	PRIORITY PURCHASING	\$ 76,377.77	SALES TAX REBATE
		\$ 1,292,383.80	

**DICKINSON MANAGEMENT DISTRICT
CASH FLOW FOR MONTH ENDING
April 30, 2022**

Beginning Balance		\$ 1,690,295.24
Expenses	COMPTROLLER OF PUBLIC ACCTS \$ 700,982.84 DICKINSON EDUCATION FOUND \$ 5,000.00 DICKINSON HISTORICAL SOC \$ 5,000.00 DICKINSON LITTLE ITALY \$ 10,000.00 DVFD \$ 231,600.00 STEWART TITLE \$ 1,176.64 OLSON & OLSON \$ 5,900.00 ARCHROCK PARTNERS \$ 35,678.73 ARCHROCK SERVICES \$ 1,974.11 BH BUILDINGS \$ 34,710.28 GH PROCUREMENT \$ 33,316.58 HOMECO PURCHASING \$ 33,265.32 HOMECO PURCHASING \$ 40,786.89 PRIORITY PURCHASING \$ 76,614.64 PRIORITY PURCHASING \$ 76,377.77	
		\$ (1,292,383.80)
Income	Archrock Refund \$ 697,477.92 Sales Tax \$ 437,772.34	
		\$ 1,135,250.26
Ending Balance		\$ 1,533,161.70

Account	Description	DEBIT	CREDIT	YTD Actuals
41-7001-00-00	SALES TAX REVENUE			(2,318,198.04)
41-7603-00-00	MISC INCOME			-
41-7621-00-00	INTEREST INCOME			(378.45)
41-7938-00-00	ARCHROCK REFUND 380			(697,477.92)
41-8548-00-00	REFUND SALES TAX TO COMPT			700,982.84
41-8206-41-00	HOLIDAY DECORATIONS			44,680.05
41-8210-41-00	OFFICE SUPPLIES & POSTAGE			150.00
41-8427-41-00	DEMOLITION SERVICES			25,000.00
41-8451-41-00	ENDOWMENT			-
41-8452-41-00	SPONSORSHIP			20,000.00
41-8515-41-00	LEGAL FEES			20,384.00
41-8524-41-00	PROFESSIONAL SERVICES			1,605.00
41-8527-41-00	CONNECT CTY SERVICE			4,200.00
41-8543-41-00	380 GRANT PAYMENTS			1,453,373.85
41-8552-41-00	ROW MOWING			10,000.00
41-8557-41-00	LEGISLATIVE SERVICES			10,000.00
41-8709-41-00	INSURANCE			1,728.00
41-8801-41-00	TRNSFR TO GENERAL FUND			-
41-8941-41-00	TFRS TO STREET MAINTENANCE			500,000.00
41-8501-41-01	AUDIT SERVICES			-
41-8501-41-02	FINANCE SERVICES			3,000.00
41-8450-41-03	FIXED ROUTE BUS SERVICE			44,710.00
41-8450-41-04	LOCAL MATCH-BUS STOP IMP			-
41-8435-41-09	CAP EXPENSE			646,808.94



CITY OF DICKINSON

TRANSFER

Date: 6/9/2022
Period: Thru May 22

For: Dickinson Management District No. 1

JE#

TRANSFER TO CITY OF DICKINSON GENERAL FUND

TRANSFER FROM	TRANSFER FROM	AMENDED BUDGET	
Financial/Administrative Services	41-8501-41-02	90,000.00	57,000.00
Audit Services	41-8501-41-03	3,000.00	
Legislative Services	41-8557-41	20,000.00	-
Connect CTY*	41-8527-41	8,400.00	-
Major ROW Mowing Services	41-8552-41	20,000.00	-
Expansion of City Demolition Program	41-8427-41	50,000.00	-
Transfer to General Fund - Drainage Projects	41-8801-41		-
Transfer to Streets Maintenance Fund	41-8941-41	1,000,000.00	-
Total:		1,191,400.00	57,000.00

Offset Account Detail for DMD Fund 41:

41-1130-00-00 Claim on Cash 57,000.00

Offsetting Entries for Other Funds

01-7728-00-00 Trans From DMD #1 57,000.00

01-1130-00-00 Claim on Cash 57,000.00

Transfer prepared by: Harrison Nicholson, Finance Director

Signature: 

*Updated to actual cost

Note:

Original adopted budget for Financial Services (41-8501-41-02) was \$6,000. \$3,000 was already expended as of April 2022. During the May monthly DMD Board meeting, the DMD Board approved the Administrative Service Agreement between the DMD and the City in the amount of \$90,000 which is \$7,500 beginning 10/1/21 - 9/30/22. May would be 8 months into the fiscal year, so 8 months X \$7,500 would be \$60,000 owed. Since \$3,000 was already paid by the DMD, the requested amount noted above equals \$57,000 (\$60,000 - \$3,000).



CITY OF DICKINSON

CHECK REQUEST

Fiscal Year _____

(Form current as of 04/01/2006)

Date: ___/___/___

Requestor: _____ Department: _____

Payable To: _____

Expenses to be charged to below accounts:

____-____-____	\$ _____	____-____-____	\$ _____
____-____-____	\$ _____	____-____-____	\$ _____
____-____-____	\$ _____	____-____-____	\$ _____
			=====
GRAND TOTAL			\$ _____
			=====

Date check required: ___/___/___

Description: - _____

Method of Disbursements: _____ Mail to Vendor
_____ Return to Department
_____ Other

Special Handling instructions: _____

Approved By: _____ Dated: ___/___/___
(Signature of Department Head)

Chief Financial Officer: _____ Dated: ___/___/___

APPLICATION FOR REQUESTING SPONSORSHIPS/GRANTS/FINANCIAL SUPPORT

Date: 4/5/2022

Organization/Business Name: Dickinson Volunteer Fire Department

Contact Person:
Keith Morgan

Relationship to Organization/Business:
Fire Chief

Contact Information: (Address) P.O. BOX 1066, Dickinson, Tx. 77539

Phone No. (mobile) 281-330-7340 **(Other)** 281-330-8767

E Mail: DVFD@Dickinsontexas.gov kmorgan@gcwcid1tx.gov

Non-Profit: (N) - **Number:** 74-6060572

Purpose of Funding/Grant Request:

DVFD is requesting assistance in the amount of \$500,000.00 to assist in the purchase of a new Pumper / Fire Engine
at the cost of \$1,000,000.00 to replace an outdated 1992 Pumper / Fire Engine.

Delivery date is appx. 20 months.

Benefit to the Community: To maintain and improve the level of service DVFD provides to the Citizens of Dickinson
the surrounding communities and it's visitors. In addition provide safety to it's Firefighters and Citizens by having safe up to date
and reliable equipment to last into the future.

Total Sponsorship/Grant/Funding Request: \$500,000.00

The undersigned applicant affirms that:

1. The information in the application and all attachments are true and accurate.
2. I am not in arrears or delinquent to the DMD #1 or the City of Dickinson.
3. I fully understand the Funding Grant program procedures and requirements thereof, and agree to follow them.
4. I intend to use these funds, if awarded, for the project described in this application.

Signature of Applicant



Date: 4/5/2022

Approved: _____

Denied: _____

Sponsorship/Grant/Funding Amount: \$ _____

Check No. _____ **Date:** _____

Documentation of Finished Project: _____
