

CITY OF DICKINSON

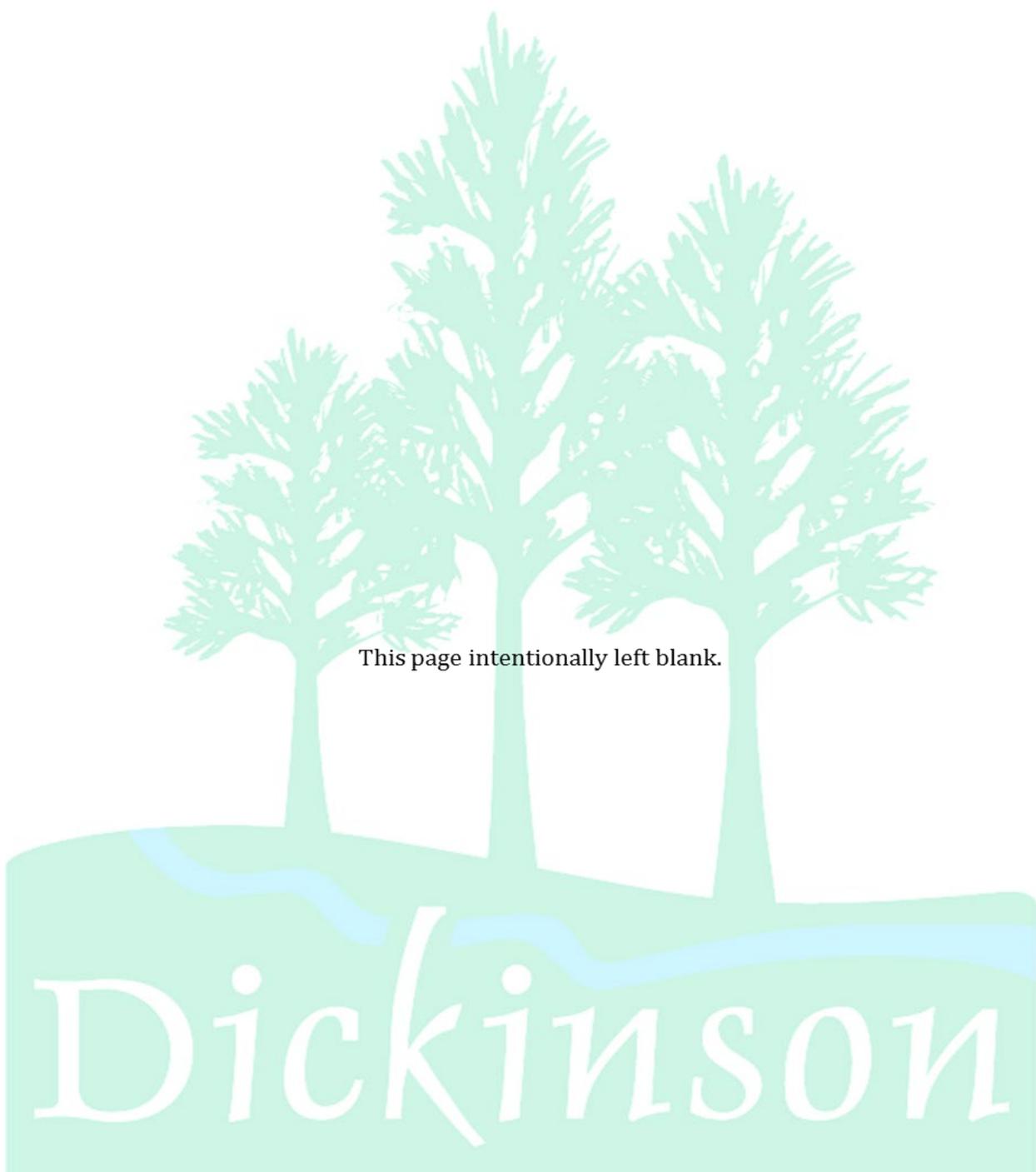
ANNUAL BUDGET FY 2019-2020



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281-337-2489
WWW.CI.DICKINSON.TX.US



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Dickinson

CITY OF DICKINSON



FY 2019-2020 BUDGET REQUIRED COVER PAGE

This budget will raise more revenue from property taxes than last year's budget by an amount of \$357,633, which is a 9.9% percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$58,789.

The record vote of each member of the governing body that voted on the adoption of the budget is as follows:

Mayor Masters _____ (only votes in case of tie)

Council Members:

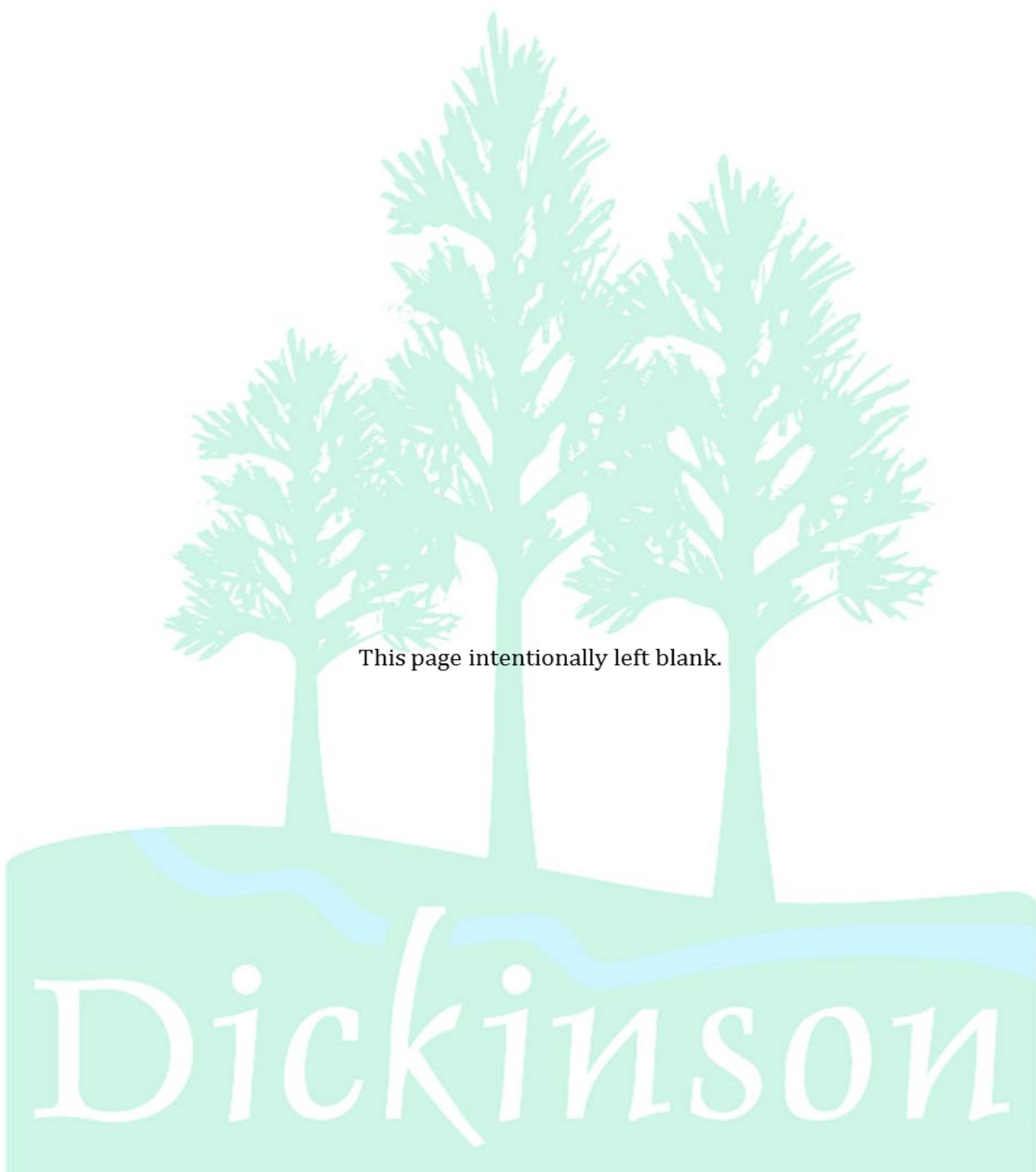
Deats	<u>YES</u>	Skipworth	<u>YES</u>
Decker	<u>NO</u>	Suderman	<u>YES</u>
King	<u>YES</u>	Wilson	<u>YES</u>

Property Tax Rate Comparison

	<u>FY 2019-2020</u>	<u>FY 2018-2019</u>
Adopted and Proposed Property Tax Rate	\$0.443830/100	\$0.455000/100
Effective Tax Rate	\$0.403835/100	\$0.458033/100
Effective Maintenance & Operations Tax Rate	\$0.338032/100	\$0.370881/100
Rollback Tax Rate	\$0.443832/100	\$0.474682/100
Debt Rate	\$0.078758/100	\$0.074131/100

The total amount of municipal debt obligations secured by property taxes for the City of Dickinson is \$7,090,000.

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Dickinson

CITY OF DICKINSON, TEXAS

PRINCIPAL OFFICIALS

MAYOR

JULIE MASTERS

CITY COUNCIL

POSITION 1-MAYOR PRO TEM

CHARLES SUDERMAN

POSITION 2

SEAN SKIPWORTH

POSITION 3

WALTER WILSON

POSITION 4

WALLY DEATS

POSITION 5

LOUIS DECKER

POSITION 6

WILLIAM KING

CITY ADMINISTRATOR

CHRIS HEARD

CITY SECRETARY

ALUN THOMAS

CITY ATTORNEY

DAVID OLSON, OLSON & OLSON

FINANCE DIRECTOR

KRISTEN WOOLLEY

COMMUNITY DEVELOPMENT

ZACHARY MEADOWS

COURT ADMINISTRATOR

IRMA RIVERA

POLICE CHIEF

RON MORALES

FIRE MARSHAL

BURT HEDDLES

INTERIUM PUBLIC WORKS DIRECTOR

RON SULLIVAN

LIBRARY DIRECTOR

JULIANNE LANE

EMS DIRECTOR

DEREK HUNT



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Dickinson
Texas**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director

Table of Contents

INTRODUCTION		MUNICIPAL DRAINAGE UTILITY FUND	71
TRANSMITTAL LETTER	1	STREET MAINTENANCE FUND	73
COMMUNITY INFORMATION	6	BAYOU LAKE PID #1	76
ORGANIZATIONAL CHART	8	BAYOU LAKE PID #2	77
HOW TO USE THIS BUDGET	9	INTERNAL SERVICE FUND	
STRATEGIC GOALS & OBJECTIVES	10	VEHICLE/ EQUIP. REPLACEMENT FUND	78
BUDGET PROCESS & CALENDAR	12	BUILDING FUND	79
BUDGETED FUND STRUCTURE	14	SPECIAL REVENUE FUND	
DEPARTMENT/FUND RELATIONSHIP	15	MISCELLANEOUS GRANT FUND	80
SUMMARIES		DISASTER FUND	81
CITY-WIDE SUMMARY	17	CHILD SAFETY FUND	82
FUND BALANCE	18	COURT EFFICIENCY FUND	83
GENERAL FUND SUMMARY		COURT SECURITY FUND	84
GENERAL FUND SUMMARY	19	COURT TECHNOLOGY FUND	86
REVENUES	21	FEDERAL SEIZED FUND	87
EXPENDITURE SUMMARY	25	STATE SEIZED FUND	88
ADMINISTRATION	26	LIBRARY GRANT FUND	89
FINANCE	29	LIBRARY TRUST FUND	90
COMMUNITY DEVELOPMENT	32	VOCA GRANT FUND	91
MUNICIPAL COURT	35	HOTEL/ MOTEL TAX FUN	93
POLICE DEPARTMENT	38	CAPITAL EXPENDITURES	95
FIRE MARSHAL	42	PERSONNEL COUNTS	97
EMERGENCY MANAGEMENT	45	FINANCIAL POLICIES	99
PUBLIC WORKS	48	APPENDIX	
STREET DIVISION	51	GLOSSARY	109
DRAINAGE DIVISION	54	BUDGET ORDINANCE	115
INFORMATION TECHNOLOGY	57	ECONOMIC DEVELOPMENT CORP.	118
LIBRARY	59	DICKINSON MANAGEMENT DISTRICT #1	120
EMERGENCY MEDICAL SVCS	63	BAYOU ANIMAL SERVICES	121
CONTRACT & GOV. WIDE	66		
SERVICES TRANSFERS	68		
DEBT SERVICE FUND	69		



September 10, 2019

Dear Members of City Council and the citizen of Dickinson:

In accordance with our City Charter and State law, the Recommended City of Dickinson Annual Budget for Fiscal Year 2020 is hereby presented. This budget maintains or increases existing service levels while implementing City Council priorities. The budget attempts to move the city forward as it continues to recover from Harvey. Our residents and business owners continue to rebuild and invest in their property two years after the event, and with this budget, the city will make strides in investing in the infrastructure of our neighborhoods. As we continue to maintain city services for residents and visitors to Dickinson, we will ascertain to leverage federal funds over the next few years. This budget ensures continued financial strength by meeting all fund balance requirements and is structurally balanced.

Financial Summary

The budget has been developed utilizing a proposed tax rate of \$0.443830 which utilizes the city’s rollback rate instead of the effective rate. At this time, the General Fund Budget has expected expenditures of \$15,182,530, with General Fund revenues coming in at \$14,048,000. The total budget is approximately \$20,324,507.

Short Term Factors

Several short-term factors were taken into consideration during the development of this budget:

Recovery from Hurricane Harvey

Two years ago, the City of Dickinson was severely impacted by Hurricane Harvey. This disastrous event brought an unprecedented level of rainfall to the City which impaired critical infrastructure, displaced thousands of individuals and families, and strained emergency response and recovery resources. Because of the storm, the City will see a substantial amount of grant funding available to assist in rebuilding after the event and to attempt to mitigate damages from future events. These funds will have matching or other participating requirements, therefore, the City will need to ensure any excess funds are maintained to be able to access these critical Federal and State opportunities.

Street Maintenance

Street maintenance and rehabilitation continues to be an ongoing issue and priority for the City. As the City recovers from Hurricane Harvey there are also opportunities to utilize grant funding to reconstruct damaged roadways and drainage ways.

Transition of Animal Services

In FY 2016 the City took over animal services and sheltering and established Bayou Animal Services, a non-profit local government corporation. Completing the new animal shelter continues to be a priority in this fiscal year.

Economic Development

The Dickinson Economic Development Corporation has gone through some transition. As the corporation moves forward the city will want to collaborate with the EDC to ensure success in promoting and recruiting retail and office development along with recruiting industry and manufacturing to bring much needed primary jobs to the community, proactively protecting the City's ability to maintain and enhance its sales tax base, a priority.

Salary & Benefits

This budget makes some movement to bring all employees closer to the market. This fiscal year, the City will also look at ways to increase some benefits to our employees.

Public Safety Building

An assessment of the current police building needs to be completed. The City will need to decide how this improvement is funded and seek funding to aid in the development of this project.

Implementation of Electronic Records

The City moved forward with the procurement of an electronic record management system in FY2017. This city-wide project will be fully implemented within the next years.

Implementation of Legislative Changes

The last legislative session has had an impact on local government. The effects of this past session will start going into effect this fall. Adjustments to operations and budgets will be adjusted over the upcoming year as the impact is realized.

Long Term Factors

There are several long-term factors that were taken into consideration during the development of this budget:

Long-term Recovery from Hurricane Harvey

The City anticipates receiving additional grant funding over the next few years that may impact how the City operates. This may include increased internal capacity and outside contracting. The level of funding anticipated may be more than the City's annual city-wide budget, therefore; planning with the long-term in mind will be crucial.

Comprehensive planning

A comprehensive plan needs to be undertaken to ensure harmony in the community. The city and its citizens need a better understanding of how we plan to rebuild and protect our population from future events we need to understand how to direct the growth and physical development of the community and our natural assets for the next 5 to 7 years. Ideally, we need to prepare a comprehensive plan for the development of a Dickinson which will allow for ultimate utility, transportation, and community facilities planning and identify strategies to improve our city center, make better use of our natural waterways and identify large scale projects for mitigation and investment in our community. This will aid in a more timely and cost-effective planning and budgeting program and improve our chances at federal and state funding.

Parks & Recreation

The City's comprehensive plan identified the desire to provide adequate parks and recreational facilities and open space to improve the quality of life for residents and contribute to stormwater mitigation. Over the next few years, the City will analyze how to address this objective and seek possible grant funding.

Street Improvements

We have begun to invest in the maintenance of our roadways. This budget makes even more strides in that direction; however, we will need to continue to focus on this as a priority over the next few budget cycles

Major Changes to General Fund Revenues

- We are increasing sales tax revenue by 1% over previous year budgeted revenues.
- Property tax revenue is anticipated to increase this fiscal year due to moving to the rollback rate. The current collected Property Tax revenue tax is within 1% percent of the budget. Therefore; it is recommended utilizing the same calculation as last year which is the Net Taxable Values plus 50% of values under protest, and a 97% collection rate.
- Other taxes have been maintained based on actuals or budgeted.
- Franchise Fees are expected to increase.
- Licenses and Permits have been increased based on actual trends.
- Charges for Service have been increasing, but we have budgeted the same for this fiscal year.
- The DMD#1 transfer includes funding for financial services, legislative services, EMS services, Connect CTY Service, ROW mowing services, the expansion of the City Demolition Program, and public safety vehicles.
- The City anticipates continued reimbursement from the Texas Health and Human Services Commission proportionally to estimated ambulance service charges.
- Overall the projected revenues for the FY 2020 General Fund are \$14,048,000. This amount is consistent with prior years revenue

Major Changes to General Fund Expenditures

Employee Compensation and Benefits

- Base Salaries are recommended to increase to better align with the market. The overall fiscal impact of these adjustments to the General Fund is around \$200,000.
- Employee Group Insurance has been an ongoing issue for the City. We are working with our provider to make some improvements to address ongoing market and employee concerns.
- The City's contribution to the Texas Municipal Retirement System (TMRS) will be increasing slightly.
- Utilities have been adjusted based on prior year actuals and current year projections.
- Fuel has been updated based on actuals to-date and year-end projections in conjunction with consumer price index percentages.
- All other expenditures in the General Fund have been adjusted to either prior year actuals or prior year budget. We recommend this approach moving forward as the City will need to re-prioritize its spending over the next few years.

Administration

- No major changes

Police Department

- Staff recommends replacing three public safety vehicles. Budget estimates include all emergency related equipment and installation cost.

Emergency Management

- No Changes

Public Works

- \$ 400,000 is budgeted in the General Fund for Drainage Improvements
- 8 current FTEs have been moved from the Public Works Department in the General Fund to the Street Maintenance Sales Tax Fund effective this fiscal year. This includes all salary and benefit expenses.
- All supplies, maintenance, operational, and contract services that are related to street maintenance have been moved from the Public Works Department in the General Fund to the Street Maintenance Sales Tax Fund effective this fiscal year.

Information Technology

- No major changes

Animal Services

- This department has been removed as it is reflected in the Bayou Animal Services Corporation Budget.
- The budget for the new Animal Shelter will also be included in the Bayou Animal Services Corporation Budget.

Contractual & Government-Wide Services

- No changes.

Economic Development

- This is a new department that has been added to track the City's 380 Agreements and other Economic Development efforts.

Transfers

- The only budgeted transfer in FY2020 is the transfer to the VOCA Grant Fund to cover the City's grant match.

Debt Service Fund

- The debt service tax rate is \$0.078758 per hundred dollars of assessed valuation.

Street Maintenance Sales Tax Fund

- Sales Tax Revenues have been decreased by \$200,000 based on the City's FY2019 projections.
- 8 current FTEs have been moved from the Public Works Department in the General Fund to the Street Maintenance Sales Tax Fund effective this fiscal year. This includes all salary and benefit expenses.
- 3 additional FTE positions have been added to FY2020. These new positions are (1) Public Works Inspector, (1) Street Foreman, and (1) Heavy Equipment Operator.

- All supplies, maintenance, operational, and contract services that are related to street maintenance have been moved from the Public Works Department in the General Fund to the Street Maintenance Sales Tax Fund effective this fiscal year.
- \$2,000,000 has been budgeted for street reconstruction for streets identified by FEMA. This will be funded by both FEMA and fund balance.
- \$122,000 has been budgeted to finance a replacement Laydown Machine through a 48-month Municipal Lease Purchase (total cost of \$400,000).

Bayou Lakes Public Improvement District No. 1

- No major changes have been proposed.

Bayou Lakes Public Improvement District No. 2

- No major changes have been proposed.
- The fund will run a deficit balance until the developer begins to sell the properties in this section - at that time the balance will be reimbursed.

Vehicle/Equipment Replacement Fund

- The annual payment towards the Motorola console has been included under Furniture & Equipment for the Police Department.

Building Fund

- Expenditures have been budgeted to address the foundation issues at the Library and other building improvements.

Special Revenue Funds

- Court Efficiency Funds will be used to purchase new computers for the Court.
- Court Security Funds will be used for a small base salary increase for the bailiff.
- Court Technology funds will be used to pay the annual software license fees for the Court.
- The Federal Seized Funds include expenditures for Cellebrite technology (\$8,000), outer ballistic carrier (\$11,000), portable radios (\$33,000), radar/speed signs (\$12,000), and vehicle radar upgrades (\$36,000).

The City will continue to work very hard at finding ways to keep taxes low and service levels satisfactory. The City's revenue limitations, continuous fluctuations in the market, and regulatory and legislative mandates require continual examination as outcomes can impede the levels of service we provide to our citizens.

We will work diligently to secure the community's trust through open and transparent government, as we strive toward elevated levels of service, aiding in the safety and security of our citizens.

Respectfully,

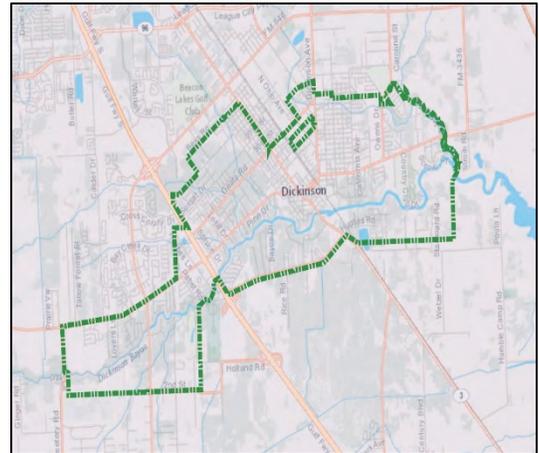


Julie Masters
Mayor

Located on the beautiful Dickinson Bayou, a pathway to Galveston Bay, Dickinson is a prime geographic location, situated halfway between Houston and Galveston on Interstate 45 and with easy access to numerous other major thoroughfares and methods of transportation. Situated along the I-45 corridor, with a population of nearly 20,000, the City of Dickinson provides prime economic and residential development for Galveston County as well as the surrounding region. One of the unique and distinguishing features of the city is the Dickinson Bayou which runs the entire length of the City limits from the Western boundary extending East before reaching Galveston Bay.

History

Dickinson's colorful past ranges from being inhabited by members of the Kawakawa tribe to being known as the "hub of Galveston County". Settled in 1824, through a land grant from the Mexican Government to John Dickinson, the City remains one of the oldest settlements on the mainland of Galveston County. The primary attraction that drew early settlers to the area was the soil's proven suitability for growing fruits and vegetables.



By 1860, the Galveston, Houston, Henderson ("GH&H") Railroad was built to connect the large cities of Galveston and Houston, and a stop in Dickinson gave farmers a quicker, more convenient way to transport people and produce to Galveston and Houston. For decades, large groups came from Houston and Galveston to picnic and holiday on the Dickinson Picnic grounds, a 40 acre park and harness racetrack on Dickinson Bayou. In 1911, the Galveston, Houston Electric Railway, known as the Interurban, had three stops in Dickinson, offering excellent opportunities for prominent



Galvestonians to frequent the beautiful City where they dined, shopped, gambled, constructed a country club and built elegant homes along the Bayou's beautiful coastline.

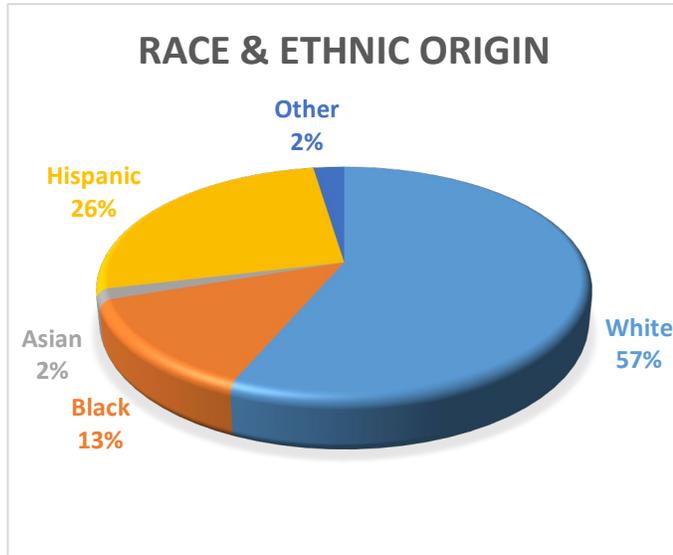
Industrialization and growth in the oil industry in the Houston-Galveston area after both World Wars contributed to Dickinson's growth as did the establishment of NASA's Lyndon B. Johnson Space Center in 1962. By the 1970's, Texas City and League City, through aggressive annexation, encroached on Dickinson and after several failed attempts, residents of

Dickinson voted to incorporate the City in 1977.

The City of Dickinson was severely impacted by Hurricane Harvey in 2017. The event brought an unprecedented level of rainfall to the City which has impaired critical infrastructure, causing the City to focus on long-term recovery over the next few years.

Demographics

According to the U.S. Census Bureau, the estimated 2017 population was 20,359; the figures below provide historical population counts and demographic composition.



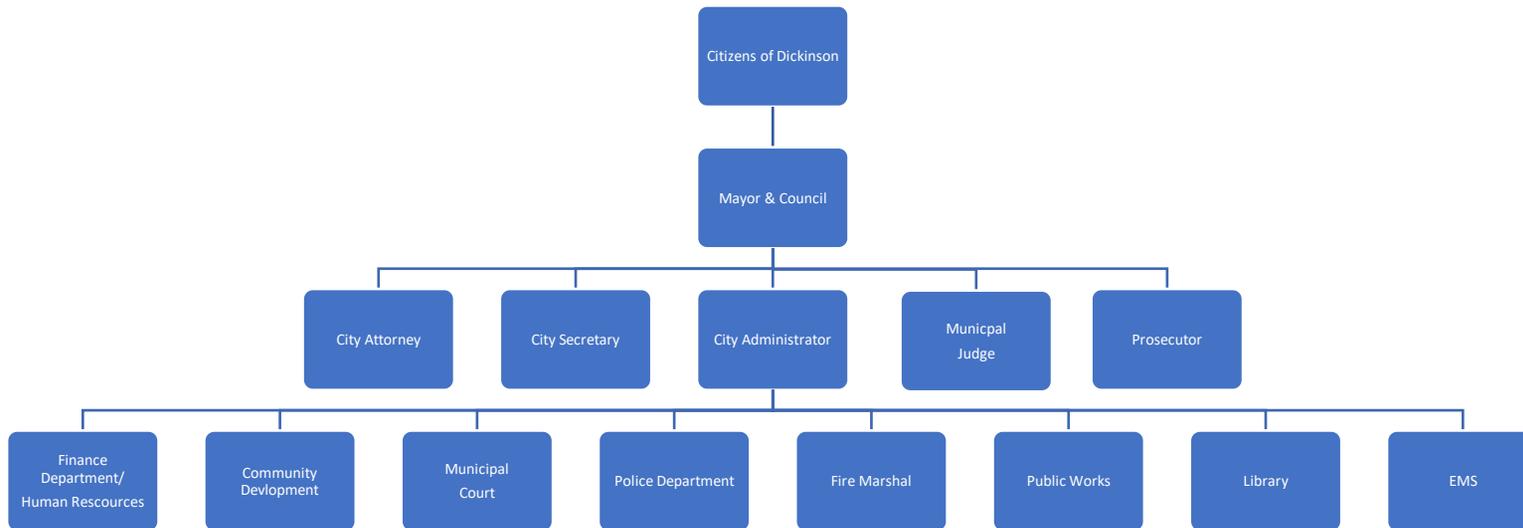
Year	Population
1904	149
1914	250
1931	760
1933	1,000
1945	1,500
1952	3,500
1961	4,715
2002	17,688
2010	18,680
2018	20,881

Dickinson has a total land area of about 6,400 acres. The majority of this land is primarily used for residential purposes, with approximately 70 percent of the City's built-up land area being residential, or almost 2,400 acres. The second highest use within the City is commercial, comprising just under 8 percent.

Top Taxpayers from 2018

1. CALUMET SPECIALTY
2. TEXAS-NEW MEXICO POWER CO
3. DALE MITCHELL M
4. 2800 GULF FREEWAY LTD
5. MCREE FORD INC
6. GAY BUICK GMC INC
7. DIXIE PARTNERS II LP
8. REVERSCO USA PROPERTIES OF DICKINSON LP
9. DICKINSON PINE FOREST 2017 LLC
10. SUNSTONE DICKINSON I LLC





The City of Dickinson Budget Document provides comprehensive information about City policies, goals, objectives, financial structure, operations, and an organizational framework for the City. Providing estimates of revenues and appropriations for the Fiscal Year 2019-2020.

The budget document includes mission statements, summaries, accomplishments, objectives, staffing levels and expenditures for each department.

BUDGET FORMAT

The document is divided into 11 sections: Introduction, Summaries, General Fund Summary, Debt Service Fund, Municipal Drainage Fund, Street Maintenance Fund, Internal Service Fund, Special Revenue Fund, Capital Expenditures, Financial Policies, and the Appendices.

The Introduction Section includes the budget message, explaining the major policies and issues along with the budget process and long range plans for the City. It also includes a reader's guide on how to use this document, community information, budget-fund structure and relationship, budget process and calendar.

The Summary Section contains various summaries of the budget. The City budget is organized into funds. Each fund is a separate accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, residual equities, and the changes therein are segregated and recorded.

The next three sections are the Fund Sections and are organized as follows: Fund Summary, statement of revenues, and expenditures by department. The Debt Service Fund section includes the fund summary and scheduled payments for outstanding debt. It is followed by the Municipal Drainage Fund, Street Maintenance Sales Tax Fund, and Internal Service Funds (Building Maintenance and Vehicle Equipment Replacement Fund).

The Special Revenue Funds section consists of designated revenues. These revenues can only be used for specific purposes, some of which are mandated by state or federal regulations and/or laws.

The Capital Expenditures section includes the current projects from the five year CIP and other capital expenditures.

The Financial Policies section includes long standing financial policies and practices enforced by the City relating to various financial aspects of City operations.

The Appendices section includes reference items such as a glossary of terms, Dickinson Economic Development Corporation, Dickinson Management District and Bayou Animal Services budgets along with the budget ordinance, and property tax rate ordinance.

If additional information is needed contact the Finance Department at 281-337-8839.

Strategic Goals and Objectives

In 2016, the Council approved the City's first Comprehensive Plan which identified the following organization-wide, strategic goals:

Land Use

Goal: Achieve a balanced and desirable pattern of land uses within the City.

- **Objective:** Provide a range of different land use types in suitable locations, densities, and arrangements consistent with local values and sound land use planning principles and practices.

Goal: Preserve the integrity of existing neighborhoods to ensure quality residential areas.

- **Objective:** Protect existing and future residential development from encroaching or adjacent incompatible land uses.

Economic Development

Goal: Encourage appropriate commercial and retail development in the City to expand the commercial tax base, increase sales tax revenues, and create jobs in a manner that supports the community character and quality of life, promotes a vigorous, diversified and regionally competitive economy and provides maximum tax relief for homeowners while still responding to demands for quality services.

- **Objective:** Guide location of commercial areas through land use planning.
- **Objective:** Attract desirable businesses to locate within appropriate commercial areas to complement the City's image and quality lifestyle and increase a sense of community.
- **Objective:** Support and promote existing businesses.
- **Objective:** Develop and improve community resources that contribute to a favorable business environment and encourage high-quality commercial development.
- **Objective:** Reduce the tax burden of residential property owners.
- **Objective:** Create an aggressive marketing program to encourage the attraction of targeted commercial and retail developments.

Goal: Promote and increase tourism.

- **Objective:** Market and promote activities that attract outside visitors to Dickinson in support of retail, service and hotel businesses

Housing

Goal: Provide a diverse housing stock within the City, provide a full range of housing types and values to accommodate various income levels for existing and prospective Dickinson residents.

- **Objective:** Encourage construction of a variety of housing opportunities to meet the 2030 long range growth projections found in the Chapter 1 and the needs of Dickinson's changing demographics.

Strategic Goals and Objectives (Cont.)

- **Objective:** Ensure quality housing is built within the City
- **Objective:** Create new housing opportunities that compliment and support existing residential development.
- **Objective:** Encourage the development of higher-end neighborhoods and higher-end level housing options.
- **Objective:** Promote the increase of owner-occupied housing units from its current level of 69.7% to 75%.
- **Objective:** Encourage developers to build mixed-use developments.
- **Objective:** Allow for subdivisions with a mixture of different lot sizes and amenities.
- **Objective:** Actively encourage and support preservation of neighborhood and community character

Community Facilities and Services

Goal: Provide and maintain City facilities and services that will adequately serve current and future generations.

- **Objective:** Expand the Dickinson Police Station to address current and future space requirements.
- **Objective:** Create a Building Maintenance Plan for all City facilities.
- **Objective:** In partnership with Dickinson Volunteer Fire Department, continue to provide appropriate and adequate fire protection and rescue services to all residents of Dickinson.
- **Objective:** Provide adequate parks and recreational facilities and open space to improve quality of life for residents and contribute to storm water mitigation.
- **Objective:** Ensure appropriate and adequate water and wastewater facilities are provided to all residents of Dickinson in an efficient and effective manner.
- **Objective:** Provide and maintain exceptional City services.

Transportation

Goal: Improve citywide mobility to accommodate present and future transportation needs.

- **Objective:** Ensure adequate connectivity and access throughout the City.
- **Objective:** Reduce traffic congestion, improve safety of traveling public, and increase level of service in main traffic corridors.

Goal: Increase opportunities for multi-modal connectivity throughout the City and region.

- **Objective:** Promote citywide pedestrian mobility and livability.
- **Objective:** Enhance regional mobility and connectivity options through public transportation.

Budgetary Basis of Accounting

Budgets for the General, Special Revenue and Debt Service funds are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). The budgetary basis of accounting is different than the basis of accounting for auditing purposes. The City does not budget for all component units that are accounted for in the Comprehensive Annual Financial Report (CAFR).

Budget Process

The budget process starts many months before the adoption of the annual budget. In May or June of each year, the departments submit their budgetary needs to the City Administrator. On or before the first day of August each year, the mayor is required to submit a budget to the City Council for the ensuing fiscal year with an accompanying message. The budget and all supporting schedules must be filed with the City Secretary when submitted to the City Council and open for public inspection.

The City Council must analyze the budget, making any additions or deletions that they feel appropriate and must, at least ten days before the beginning of the next fiscal year, adopt the budget. On final adoption by the City Council, the budget takes effect for the next fiscal year.

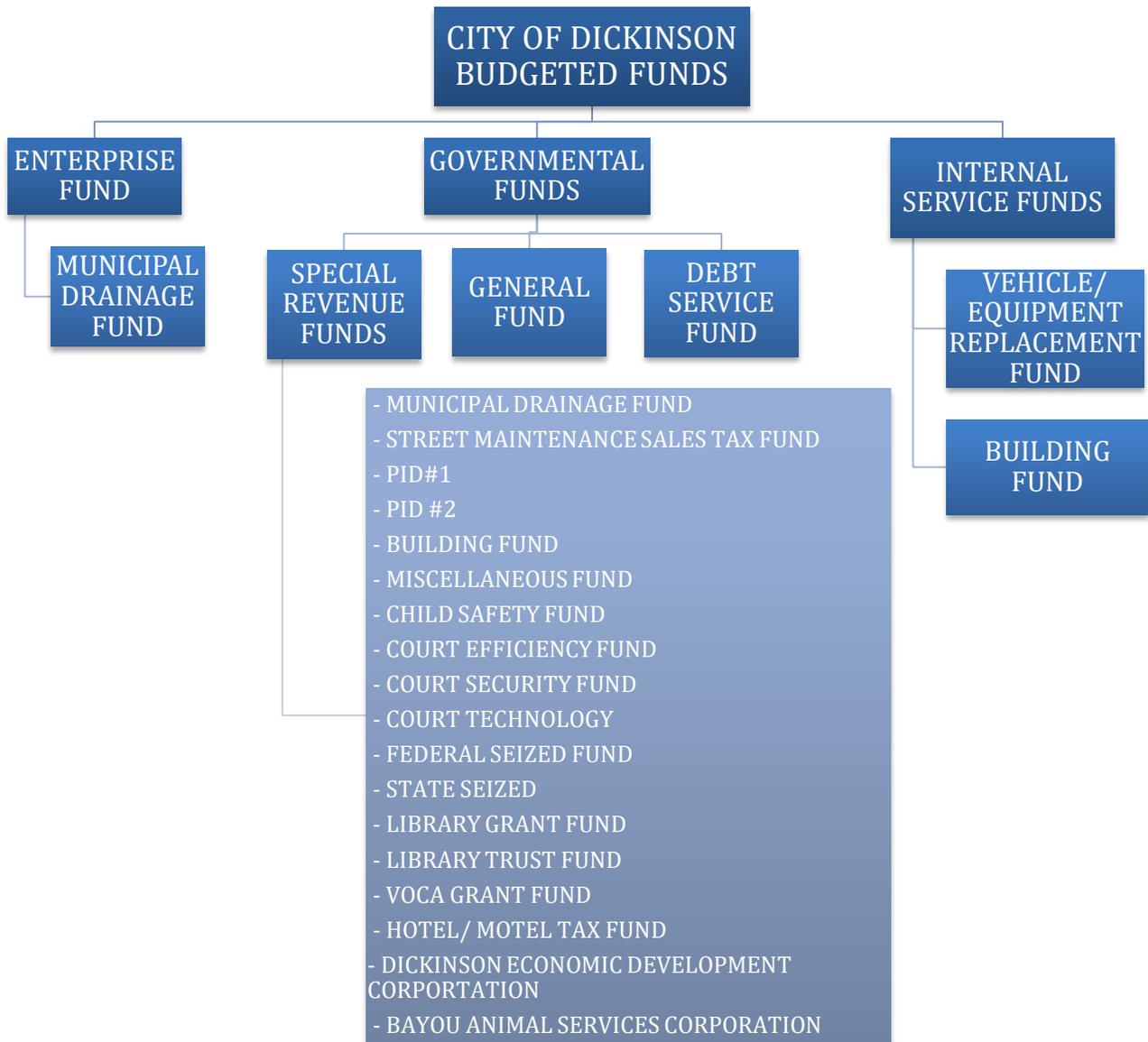
Adoption of the budget constitutes adoption of an ordinance appropriating the amounts specified as proposed expenditures and an ordinance levying the property tax as the amount of the tax to be assessed and collected for the corresponding tax year. A separate ordinance is adopted to set the tax rate. Estimated expenditures cannot exceed proposed revenue plus any unencumbered fund balance. Unused appropriations may be transferred to any item required for the same general purpose, except when otherwise specified by the City's charter or state law.

Under conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, the City Council may amend or change the budget to provide for any additional expense in which the general welfare of the citizenry is involved. Amendments must be by ordinance and become an attachment to the original budget.



BUDGET CALENDAR FISCAL YEAR 2019-2020

May 27	First Budget Instruction Meeting With Department Heads
Jun 24	Unfunded Supplemental Requests Due To City Administrator And Administrative Services Manager
Jul 1-12	Departmental Meetings With City Administrator And Administrative Services Manager Regarding Unfunded Supplemental Requests (As Needed)
Jul 23	Budget Workshop With City Council – Initial Draft
Jul 25	Deadline For Chief Appraiser To Certify Tax Rolls To Taxing Units
Jul 30	Budget Workshop With City Council – Personnel Costs
Aug 9	Budget Workshop With City Council – Capital Projects & Special Revenue Funds
Aug 13	Budget Workshop With City Council
Aug 20	Propose Tax Rate for Tax Year 2019 Budget Workshop with City Council
Aug 27	First Public Hearing On Proposed Tax Rate
Sep 4	Second Public Hearing On Proposed Tax Rate
Sep 10	Public Hearing On Proposed Budget Council Adopts FY19-20 Budget And Sets 2019 Tax Rate
Sep 30	Filing And Distribution Of Adopted Budget
Oct 1	Begin New Fiscal Year



FUND DESCRIPTIONS:

GENERAL FUND: Accounts for all financial resources of the general operations except for those required to be accounted for in another fund. The General Fund generates the majority of its revenues from taxes, charges for services and franchise fees.

DEBT SERVICE FUND: Used for the payment of principal and interest on debt issued by the City as well as other fees associated with the issuance of debt.

ENTERPRISE FUND: Used to account for the provision of drainage services to the residents of the City. All activities necessary to provide such services are accounted for in this fund.

SPECIAL REVENUE FUND: Used to account for proceeds of specific revenue sources or legally restricted funds.

INTERNAL SERVICE FUND: Used to account for operations that are financed by users of the fund.

DEPARTMENT	GENERAL FUND	STREET MAINTENANCE FUND	DEBT SERVICE FUND	SPECIAL REVENUE FUND	INTERNAL SERVICE FUND
ADMINISTRATION	X		X	X	
FINANCE	X				
COMMUNITY DEVELOPEMENT	X				
MUNICIPAL COURT	X			X	
POLICE DEPARTMENT	X			X	X
FIRE MARSHAL	X				X
EMERGENCY MANAGEMENT	X				
PUBLIC WORKS	X	X			X
I.T	X				
LIBRARY	X		X	X	
TOURISM	X			X	
EMS	X				X

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**CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
CITY-WIDE SUMMARY**

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE</u>					
Sales Tax	8,820,858	5,004,533	8,556,009	8,400,450	(155,559)
Ad Valorem (Property) Tax	4,264,471	4,857,984	4,340,004	4,688,400	348,396
Other Taxes	60,304	35,034	52,800	60,000	7,200
Assessments	338,204	372,000	260,000	325,000	65,000
Franchise Fees	946,152	664,188	996,000	1,036,000	40,000
Licenses & Permits	657,020	603,188	380,800	392,600	11,800
Court Fines & Fees	813,036	538,857	855,400	633,900	(221,500)
Charges for Service	367,544	331,169	446,000	446,000	-
Miscellaneous Income	137,380	127,323	73,400	81,000	7,600
Intergovernmental Proceeds	1,071,923	171,342	3,013,400	699,900	(2,313,500)
Transfers & Other Sources	15,000	18,000	15,000	46,600	31,600
TOTAL REVENUES	\$17,491,893	\$12,723,619	\$18,988,813	\$16,809,850	(\$2,178,963)
<u>EXPENDITURES</u>					
<u>CITY OPERATING FUNDS</u>					
General Fund	13,371,866	11,674,577	16,543,100	15,166,528	(1,376,572)
Debt Service Fund	870,428	871,300	871,300	871,060	(240)
Municipal Drainage Fund	291,501	-	-	-	-
Street Maintenance Fund	911,785	265,469	2,326,000	3,314,400	988,400
Special Revenue Funds	143,766	1,965,407	607,629	282,985	(324,644)
Vehicle Replacement Fund	304,176	45,334	74,334	74,334	-
Building Maintenance Fund	21,022	113,700	265,000	275,000	10,000
PID#1	365,893	25,590	262,800	336,300	73,500
PID#2	3,900	3,900	3,900	3,900	-
TOTAL CITY OPERATING FUNDS	\$16,284,336	\$14,965,277	\$20,954,063	\$20,324,507	(\$629,556)
<u>NON-PROFITS</u>					
Red, White & Bayou	-	-	30	-	(30)
TOTAL EXPENDITURES	\$16,284,336	\$14,965,277	\$20,954,093	\$20,324,507	(\$629,556)
REVENUE - EXPENDITURES	\$1,207,557	(\$2,241,658)	(\$1,965,280)	(\$3,514,657)	(\$1,549,377)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
FUND BALANCE SUMMARY

Fund balance measures the net financial resources available to finance expenditures of future periods. The City has the policy to maintain an undesignated General fund balance equal to 25% to 33% of budgeted expenditures for the General Operating Fund. In other operating funds, the City strives to maintain a positive unassigned fund balance (working capital) position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the City seeks to maintain a working capital (current assets minus current liabilities) balance equal to 25% to 33% of budgeted expenditures for the Enterprise fund. The Fund balance is defined by the following categories:

Nonspendable Fund Balance is the portion of fund balance that is inherently nonspendable such as assets that will never convert to cash, assets that will not convert to cash soon enough to affect the current period, and resources that must be maintained intact pursuant to legal or contractual requirements.

Restricted Fund Balance is the portion of fund balance that reflects resources that are subject to externally enforceable legal restrictions.

Committed Fund Balance is the portion of fund balance that represents resources whose use is constrained by limitations that the City Council has imposed upon itself and that remain binding unless removed by the same action with which the limitations were imposed.

Assigned Fund Balance is the portion of fund balance that reflects the City Council's intended use of resources.

Unassigned Fund Balance is the portion of fund balance that is not categorized into one of the other categories of fund balance.

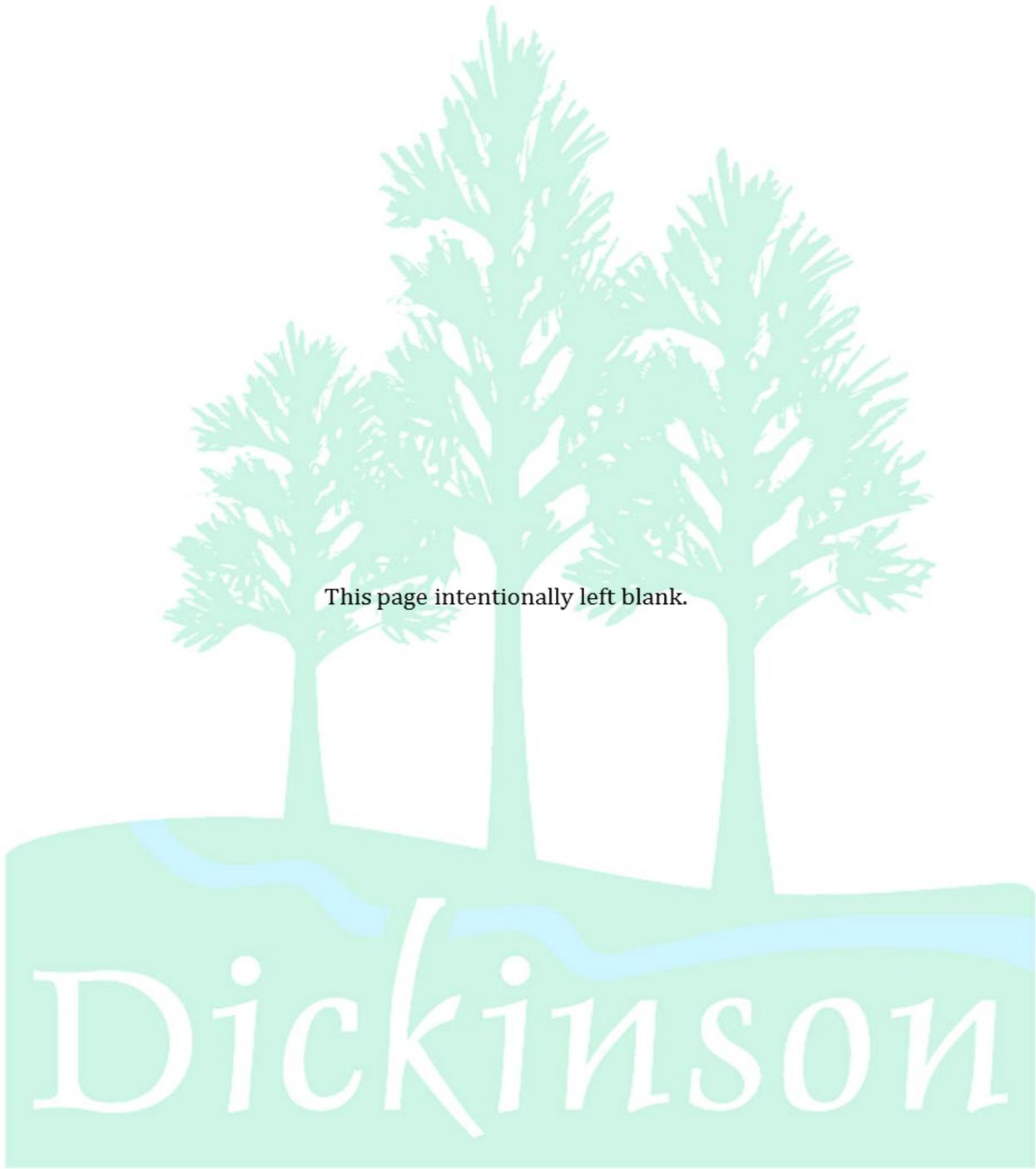
	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 18-19 BUDGET	INCREASE/ (DECREASE)
TOTAL NON MAJOR FUNDS					
<u>GENERAL FUND</u>					
BEGINNING	4,185,481	5,197,166	5,197,166	4,957,570	
ENDING FUND BALANCE	5,197,166	4,185,302	4,957,570	3,823,040	
CHANGE IN FUND BALANCE	\$1,011,685	(\$1,011,865)	(\$239,596)	(\$1,134,530)	
<u>DEBT SERVICE FUND</u>					
BEGINNING	26	93,726	93,726	68,319	(25,407)
ENDING FUND BALANCE	93,726	68,319	93,871	66,739	(27,132)
CHANGE IN FUND BALANCE	\$93,700	(\$25,407)	\$145	(\$1,580)	(\$1,725)
<u>MUNICIPAL DRAINAGE FUND</u>					
BEGINNING			334,991		
ENDING FUND BALANCE			334,991		
CHANGE IN FUND BALANCE			\$0		
<u>STREET MAINTENANCE FUND</u>					
BEGINNING	1,890,747	2,250,752	2,913,356	2,640,961	(272,395)
ENDING FUND BALANCE	2,750,752	2,994,554	3,303,565	849,011	(2,454,554)
CHANGE IN FUND BALANCE	\$860,005	\$743,802	\$390,209	(\$1,791,950)	(\$2,182,159)
<u>TOTAL NON-MAJOR FUNDS</u>					
BEGINNING			1,956,150		
ENDING FUND BALANCE			1,158,425		
CHANGE IN FUND BALANCE			\$797,725		

**CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND SUMMARY**

	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE	\$4,185,481	\$5,197,166	\$4,957,570	
REVENUES				
SALES TAX	7,056,687	6,844,800	6,900,000	55,200
AD VALOREM (PROPERTY) TAX	3,454,604	3,625,904	\$3,974,300	348,396
OTHER TAXES	60,304	52,800	60,000	7,200
FRANCHISE FEES	848,714	996,000	1,036,000	40,000
LICENSES & PERMITS	647,460	380,800	392,600	11,800
COURT FINES & FEES	813,036	855,400	610,900	(244,500)
CHARGES FOR SERVICE	545,817	446,000	446,000	-
MISCELLANEOUS INCOME	398,706	73,400	73,500	100
INTERGOVERNMENTAL PROCEEDS	543,223	3,013,400	539,700	(2,473,700)
TRANSFERS & OTHER SERVICES	15,000	15,000	15,000	-
TOTAL REVENUES	\$14,383,551	\$16,303,504	\$14,048,000	(\$2,255,504)
TOTAL FUNDS AVAILABLE FOR APPROPRIATION	\$18,569,032	\$21,500,670	\$19,005,570	
EXPENDITURES				
ADMINISTRATION	426,347	474,700	591,550	116,850
FINANCE	286,101	276,600	343,350	66,750
COMMUNITY DEVELOPMENT	493,896	536,600	611,700	75,100
MUNICIPAL COURT	325,440	339,600	348,600	9,000
POLICE DEPARTMENT	3,974,094	4,471,900	4,595,130	123,230
FIRE MARSHAL	161,419	195,500	168,820	(26,680)
EMERGENCY MANAGEMENT	164,825	192,200	119,200	(73,000)
PUBLIC WORKS - DRAINAGE	585,336	2,125,100	1,182,600	(942,500)
INFORMATION TECHNOLOGY	345,919	438,100	460,100	22,000
LIBRARY	326,828	419,100	419,550	450
EMS	1,031,487	1,004,800	1,401,700	396,900
ECONOMIC DEVELOPMENT (380 Agreements)	4,176,254	3,937,500	3,969,500	32,000
CITY-WIDE SERVICES	1,057,767	2,107,600	939,120	(1,168,480)
GENERAL FUND TRANSFERS	16,151	23,800	31,610	7,810
TOTAL EXPENDITURES	\$13,371,866	\$16,543,100	\$15,182,530	(\$1,360,570)
REVENUE - EXPENDITURES	\$1,011,685	(\$239,596)	(\$1,134,530)	(\$894,934)
ENDING FUND BALANCE	\$5,197,166	\$4,957,570	\$3,823,040	
25% AS REQUIRED BY FINANCIAL POLICY	\$3,342,966	\$4,135,775	\$3,795,633	
AVAILABLE FUNDS FOR APPROPRIATION	38.9%	30.0%	25.2%	

*** ALL CAPITAL EXPENSES WILL BE BROUGHT BACK TO COUNCIL PRIOR TO IMPLEMENTATION

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CITY OF DICKINSON
FY 2019-2020 ORIGINAL
GENERAL FUND REVENUE SUMMARY

OVERVIEW

The General Fund revenues account for all of the funds coming into the General Fund from a variety of sources. General Fund revenues include Property Taxes, Sales Taxes, Franchise Fees, License and Permit Fees, Court Fines and Fees, Charges for Service, Interest Income, Intergovernmental Grants, Transfers, and some miscellaneous revenues. These revenues flow into the General Fund because they are not designated for a specific purpose, but instead can be used for the general operations of the City.

SUMMARY	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
Sales Tax	7,056,687	6,844,800	6,900,000	55,200
Ad Valorem (Property) Tax	3,454,604	3,625,904	3,974,300	348,396
Other Taxes	60,304	52,800	60,000	7,200
Franchise Fees	946,152	996,000	1,036,000	40,000
Licenses & Permits	657,020	380,800	392,600	11,800
Court Fines & Fees	813,036	855,400	610,900	(244,500)
Charges for Service	367,544	446,000	446,000	-
Miscellaneous Income	137,380	73,400	73,500	100
Intergovernmental Proceeds	1,071,923	3,013,400	539,700	(2,473,700)
Transfers & Other Sources	15,000	15,000	15,000	-
TOTAL REVENUES	\$14,579,651	\$16,303,504	\$14,048,000	(\$2,255,504)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALES TAX</u>					
7001	Sales Tax Revenue	7,056,687	6,844,800	6,900,000	55,200
SUBTOTAL SALES TAX		\$7,056,687	\$6,844,800	\$6,900,000	\$55,200
<u>AD VALOREM (PROPERTY) TAXES</u>					
7101	Property Tax	3,303,682	3,535,404	3,878,000	342,596
7102	Delinquent Property Tax	101,353	60,300	60,300	-
7103	Penalty & Interest on Del. Tax	49,569	30,200	36,000	5,800
TOTAL AD VALOREM TAXES		\$3,454,604	\$3,625,904	\$3,974,300	\$348,396
<u>OTHER TAXES</u>					
7204	Mixed Drink Tax	60,304	52,800	60,000	7,200
TOTAL OTHER TAXES		\$60,304	\$52,800	\$60,000	\$7,200
<u>FRANCHISE FEES</u>					
7206	Centerpoint Energy Franchise	17,898	12,000	12,000	-
7207	Verizon	32,256	28,000	28,000	-
7208	Centerpoint Gas Franchise	60,319	60,000	80,000	20,000
7209	Comcast Cable	193,728	240,000	240,000	-
7210	Texas-New Mexico Power Franchise	544,514	560,000	580,000	20,000
7503	WASTE MANAGEMENT	97,438	96,000	96,000	-
TOTAL FRANCHISE FEES		\$946,152	\$996,000	\$1,036,000	\$40,000
<u>LICENSES & PERMITS</u>					
7301	Alcohol & Beverage License	2,940	3,400	3,400	-
7302	Pawn Shop License	200	100	100	-
7303	Mobile Home Park License	1,160	1,000	1,000	-
7305	Electrical Contractor Registration	62,637	21,300	21,300	-
7306	Building Permits	378,131	178,000	190,000	12,000
7307	Mechanical Permits	31,981	21,300	21,300	-
7308	Re-Inspection Fees	2,905	1,500	1,500	-
7309	Plumbing Permits	55,715	26,800	30,000	3,200
7310	Mobile Home License	5,300	2,400	2,400	-
7311	Demolition Permits	2,774	800	1,000	200
7312	Fire Protection Permits	9,159	7,300	7,300	-
7313	Peddler/ Vendor Permits	240	1,200	1,200	-
7315	Drainage-Culvert Appl Fee	-	18,800	18,800	-
7316	Wrecker Permits	-	600	600	-
7318	Electrical Contractor Registration	925	4,500	4,500	-
7320	Mechanical Contractor Registration	4,775	2,500	2,500	-
7321	Alarm License & Fees	5,280	10,700	8,800	(1,900)
7322	Floodplain Dev. Permit	-	100	100	-
7323	Storm Water Permits & Inspections	4,945	4,000	4,000	-
7325	Coin Operated Machine Permits	2,670	900	900	-

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
7326	Professional Services- Reimb. Fees	1,800	-	-	-
7327	Ambulance Service Permits	-	1,500	1,500	-
7331	General Contractor License	23,900	8,500	8,500	-
7340	Tree Removal Fee	8,110	10,900	10,900	-
7341	Zoning Sign Fees	15,718	13,000	13,000	-
7342	Other Business Permits	7,758	11,700	10,000	(1,700)
7343	Zoning Sign Fees	450	500	500	-
7346	Code Compliance Fees	27,548	27,500	27,500	-
TOTAL LICENSES & PERMITS		\$657,020	\$380,800	\$392,600	\$11,800
COURT FINES & FEES					
7401	Court Fee	720,538	735,200	544,300	(190,900)
7402	Warrant Fee	65,307	89,000	55,100	(33,900)
7403	Court Tax Fees	20,471	24,800	11,500	(13,300)
7407	Bond Forfeiture Fees	6,721	6,400	-	(6,400)
TOTAL COURT FINES & FEES		\$813,036	\$855,400	\$610,900	(\$244,500)
CHARGES FOR SERVICE					
7629	Ambulance Service Charges	367,544	446,000	446,000	-
TOTAL CHARGES FOR SERVICE		\$367,544	\$446,000	446,000	\$0
MISCELLANEOUS INCOME					
7601	Accident Report Fees	1,940	1,500	1,500	-
7603	Miscellaneous Income	20,483	10,000	10,000	-
7607	Inmate Phone Commissions	308	400	400	-
7609	Law Enforcement	2,484	-	-	-
7610	CC Conveience Fee	16,121	15,900	16,000	100
7611	Library Fines & Fees	12,525	14,200	14,200	-
7614	Fingerprinting Fee	840	600	600	-
7617	Auction Proceeds	315	-	-	-
7618	Insurance Claims	-	-	-	-
7621	Interest Income	47,080	30,000	30,000	-
7628	WCID #1 Fuel Equipment	651	800	800	-
7630	EMS Private Donations	34,584	-	-	-
7717	Library Donations	50	-	-	-
TOTAL MISCELLANEOUS INCOME		\$137,380	\$73,400	\$73,500	\$100

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>INTERGOVERNMENTAL INCOME</u>					
7711	Contract for Jail Services	12,020	12,000	12,000	-
7726	Transfer from DEDC	32,333	32,300	32,300	-
7728	Transfer in from DMD No. 1	465,800	623,700	150,000	(473,700)
7631	Emergency Service County Fee	162,000	162,000	162,000	-
7633	Texas HHSC Reimb.	124,197	142,400	142,400	-
7700	Bulletproof Vests Grant	4,298	8,700	8,700	-
7702	Federal E.M.P.G Grant	35,792	30,000	30,000	-
7725	Admin - Ambulance DHS Football	2,250	2,300	2,300	-
7742	Transfer in from BAS	228,233	-	-	-
7754	Misc. Library Grant	5,000	-	-	-
7755	Grant Proceeds	-	2,000,000	-	(2,000,000)
TOTAL INTERGOVERNMENTAL INCOME		\$1,071,923	\$3,013,400	\$539,700	(\$2,473,700)
<u>TRANSFERS & OTHER FINANCING SOURCES</u>					
7718	Transfer in from PID #1	15,000	15,000	15,000	-
TOTAL TRANSFERS & OTHER FINANCING SOURCES		\$15,000	\$15,000	\$15,000	\$0
TOTAL GENERAL FUND REVENUES		\$14,579,651	\$16,303,504	\$14,048,000	(\$2,255,504)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES SUMMARY

OVERVIEW

The General Fund accounts for the major City departments: Administration, Finance, Community Development, Municipal Court, Police Department, Fire Marshal, Emergency Management, Public Works, Information Technology, Library, Emergency Medical Services, and Government-Wide and Contractual Services. The difference between the General Fund and other governmental funds is that the revenues in the General Fund are not earmarked for a specific operation or function. Instead, the funds can be used to carry out any of the general governmental functions of the City. Major expenditures from the General Fund include salaries and benefits and various operation expenditures.

EXPENDITURES	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>DEPARTMENT SUMMARY</u>				
Administratration	426,347	478,200	591,550	113,350
Finance	286,101	276,600	343,350	66,750
Community Development	493,896	536,600	611,700	75,100
Municipal Court	325,440	339,600	348,600	9,000
Police Department	3,974,094	4,471,900	4,595,130	123,230
Fire Marshal	161,419	195,500	168,820	(26,680)
Emergency Management	164,825	192,200	119,200	(73,000)
Public Works	585,336	2,125,100	1,182,600	(942,500)
Information Technology	345,919	438,100	460,100	22,000
Library	326,828	419,100	419,550	450
EMS	1,031,487	1,004,800	1,401,700	396,900
Economic Development	4,176,254	3,937,500	3,969,500	32,000
City-Wide Services	5,203,840	2,129,500	939,120	(1,190,380)
General Fund Transfers	16,151	23,800	31,610	7,810
TOTAL EXPENDITURES	\$17,517,938	\$16,568,500	\$15,182,530	(\$1,385,970)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
ADMINISTRATION: DEPARTMENT 01

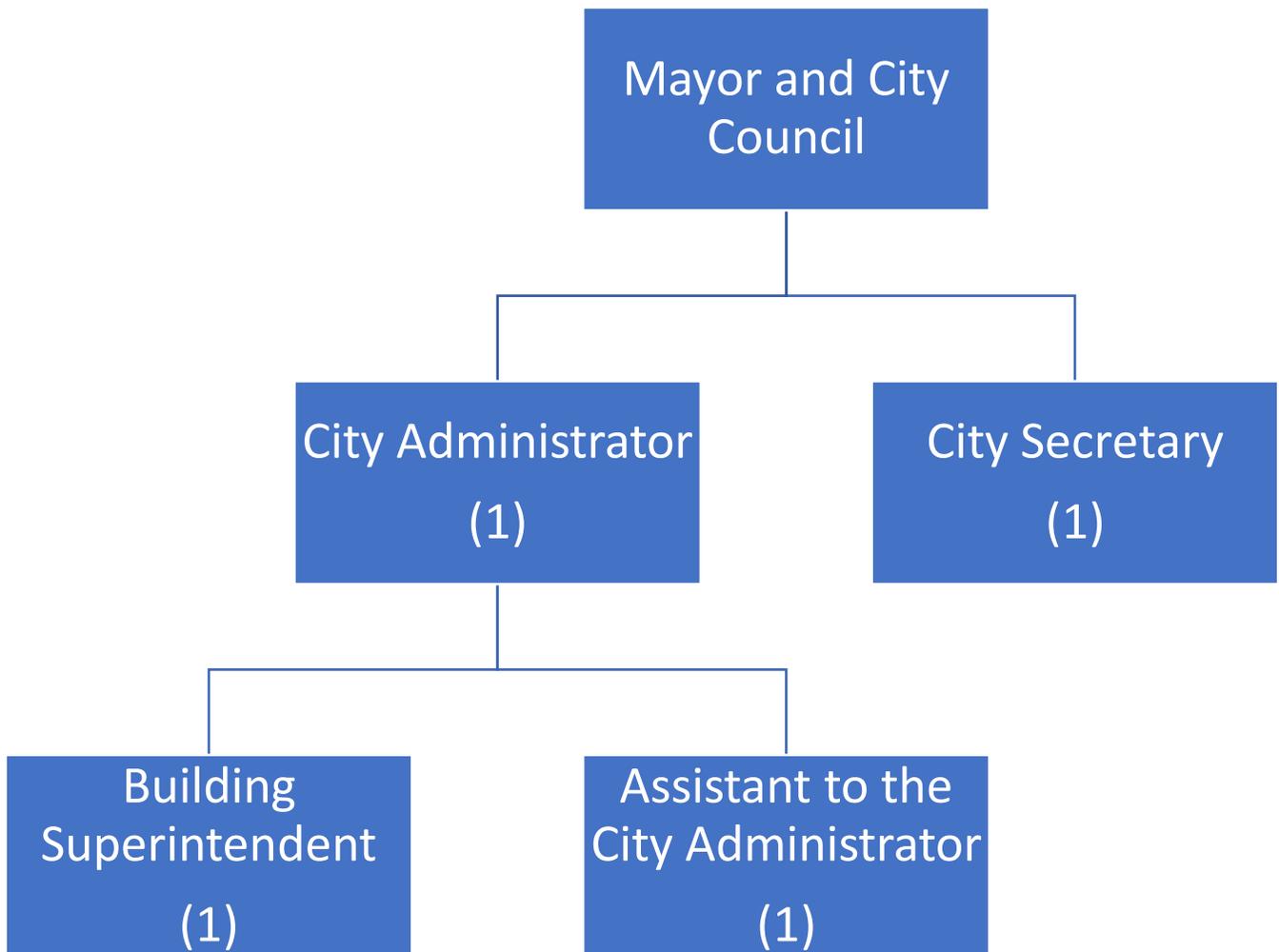
DEPARTMENT MISSION & OVERVIEW

The Administration Department is composed of the City Administrator, City Secretary, and Assistant to the City Administrator and the Building Superintendent. The department is responsible for the implementation of City Council policies, managing the City’s daily operations, records management, elections, transportation, economic Development, intergovernmental relations, and overseeing department heads in the administration and implementation of policies, programs, and ordinances. The department is also responsible for making recommendations to Council regarding programs and policies and developing methods to ensure the effective and efficient operation of City services. The City Administrator also serves as Executive Director of Dickinson Management District No. 1 and provides services to the Fair Housing Work Group, Dickinson Education Finance Corporation and Bayou Animal Services Corporation.

PERSONNEL COUNTS	FY 17-18	FY 18-19	FY 19-20
	ACTUAL	ORIGINAL BUDGET	BUDGET
City Administrator	1.0	1.0	1.0
City Secretary	1.0	1.0	1.0
Building Superintendent	1.0	1.0	1.0
Assistant to the City Administrator	1.0	1.0	1.0
TOTAL FTE	4.0	4.0	4.0

General Fund

Administration -01



FTE = 4

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUE AND EXPENDITURES
ADMINISTRATION: DEPARTMENT 01

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE SUMMARY</u>					
LICENSES	2,940	2,466	3,400	3,400	0
TOTAL REVENUE	\$2,940	\$2,466	\$3,400	\$3,400	\$0
<u>EXPENDITURE SUMMARY</u>					
SALARY & BENEFITS	258,727	330,568	308,800	421,150	112,350
SUPPLIES	7,276	8,282	10,600	10,600	-
MAINTENANCE	21,845	17,643	24,000	24,000	-
OPERATIONAL EXPENSES	122,800	112,569	132,400	133,400	1,000
CONTRACT SERVICES	11,147	29,844	-	-	-
CAPITAL	4,553	716	2,400	2,400	-
TOTAL EXPENDITURES	\$426,347	\$499,622	\$478,200	\$591,550	\$113,350
DEPARTMENT NET	(\$423,407)	(\$497,156)	(\$474,800)	(\$588,150)	(\$113,350)

ACHIEVEMENTS FOR CURRENT FISCAL YEAR 2018-2019

* Received GFOA Distinguished Budget Award.

MAJOR GOALS FOR FY 2019-2020

* Review and update Policies & Procedures.

* Earn State Comptroller Transparency Star for Traditional Finances.

* Provide monthly financial reports to City Council.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
ADMINISTRATION: DEPARTMENT 01

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALARY & BENEFITS</u>						
8101	FTE Base Salary	204,158	240,059	237,800	328,800	91,000
8102	Overtime	-	3,057	-	-	-
8105	Vehicle Allowance	3,250	5,400	6,000	6,000	-
8109	Housing Allowance	9,500	17,524	-	-	-
8110	Cell Phone Allowance	-	-	1,200	2,500	1,300
8113	Certification/Edu. Pay	3,339	3,931	5,000	3,000	(2,000)
8114	Longevity Pay	545	906	600	600	-
8150	FICA Tax	25	-	-	-	-
8151	Payroll Tax	3,044	3,685	3,600	5,000	1,400
8152	Unemployment Tax	530	-	500	350	(150)
8153	Retirement (TMRS)	20,332	24,614	23,100	29,400	6,300
8155	Employee Group Insurance	13,535	30,887	30,500	44,000	13,500
8156	Worker's Comp. Insurance	469	505	500	1,500	1,000
TOTAL SALARY & BENEFITS		\$258,727	\$330,568	\$308,800	\$421,150	\$112,350
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8203	Building & Kitchen Supplies	2,888	3,912	3,500	3,500	-
8210	Office Supplies & Postage	4,388	4,313	6,800	6,800	-
8213	Uniforms & Apparel	-	58	300	300	-
TOTAL SUPPLIES		\$7,276	\$8,282	\$10,600	\$10,600	\$0
<u>MAINTENANCE</u>						
8301	Building & Property Maintenance	21,845	17,643	24,000	24,000	-
TOTAL MAINTENANCE		\$21,845	\$17,643	\$24,000	\$24,000	\$0
<u>OPERATIONAL EXPENSES</u>						
8401	Advertising & Legal Notices	12,239	13,493	12,300	12,300	-
8402	Travel & Training - Staff	11,070	6,960	9,500	9,500	-
8403	Dues/Subscriptions/Books	9,229	11,496	11,400	11,400	-
8404	Election	-	17,793	4,400	4,400	-
8407	Communications - Phones	5,742	5,553	5,000	5,000	-
8417	Utilities - Gas, Electric & Water	40,737	29,532	58,900	58,900	-
8422	Employee Physical & Drug Testing	5,093	6,901	6,200	6,200	-
8429	Conference & Travel - Mayor	5,008	4,062	2,000	3,000	1,000
8431	Conference & Travel - Council	1,066	1,280	2,800	2,800	-
8441	Local Meeting - Mayor & Council	3,062	1,162	3,200	3,200	-
8443	City Special Events	5,487	9,719	6,700	6,700	-
8445	Special Projects - City Administrator	24,068	4,618	10,000	10,000	-
TOTAL OPERATIONAL EXPENSES		\$122,800	\$112,569	\$132,400	\$133,400	\$1,000
<u>CONTRACT SERVICES</u>						
8527	Contract Services	11,147	29,844	-	-	-
TOTAL CONTRACT SERVICES		\$11,147	\$29,844	\$0	\$0	\$0
<u>CAPITAL</u>						
01-8602-01-86	Computer Eqpt. & Software	-	1,321	-	-	-
01-8615-01-86	Code/Ordinances - Codification	4,553	716	2,400	2,400	-
TOTAL CAPITAL		\$4,553	\$716	\$2,400	\$2,400	\$0
TOTAL OTHER EXPENDITURES		\$167,621	\$169,054	\$169,400	\$170,400	\$1,000
TOTAL DEPARTMENT EXPENDITURES		\$426,347	\$499,622	\$478,200	\$591,550	\$113,350

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
FINANCE: DEPARTMENT 02

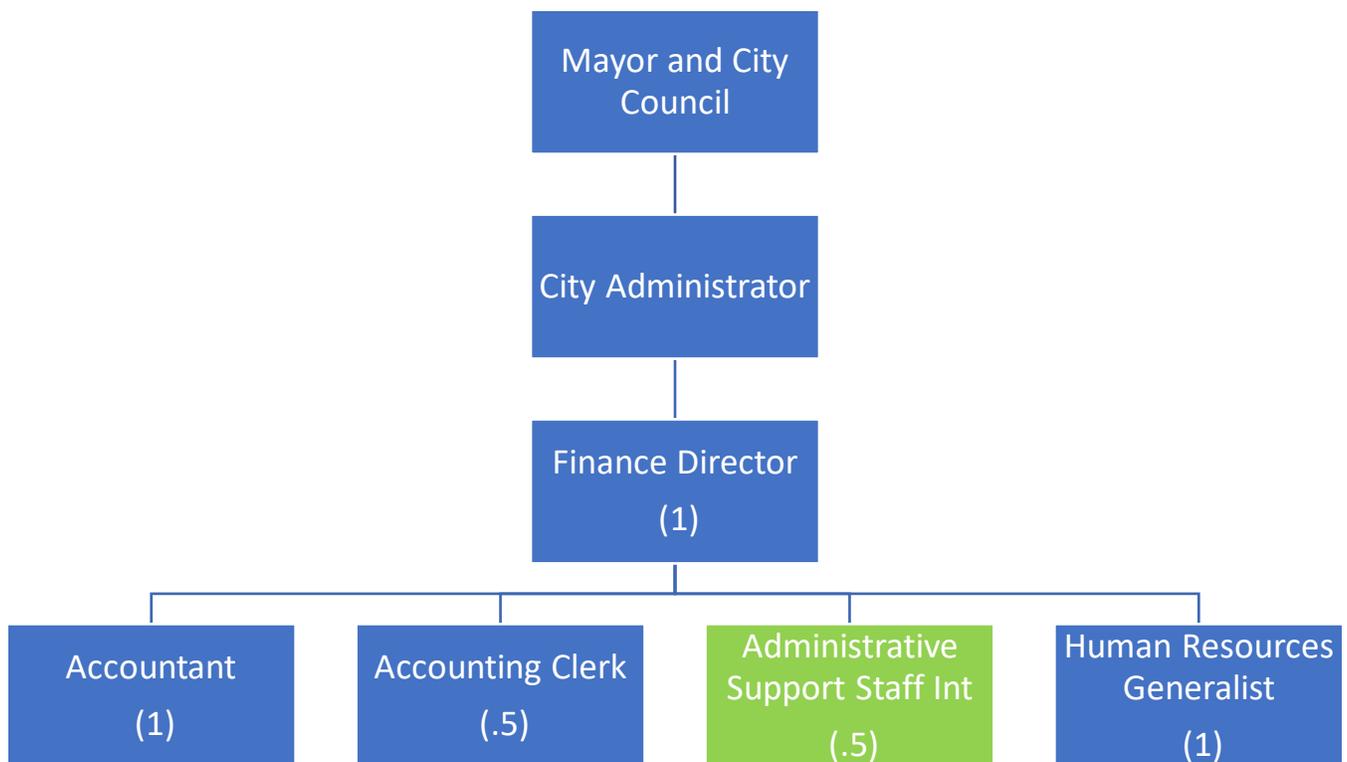
DEPARTMENT MISSION & OVERVIEW

The Finance Department is composed of a Chief Financial Officer, an Accountant, a full-time Administrative Services Coordinator dedicated to Payroll/HR and a part-time Administrative Services Coordinator. The department is for monitoring the City's finances, providing timely financial information and the City's accounting services, processing payments, performing the human resources function, providing grants management and enforcing the City's financial, purchasing, and personnel policies. In addition, the department also monitors the City's debts and investments, manages the City's annual budgeting process, and performs financial forecasts and analysis for the City. The department also provides support services to the Dickinson Economic Development Corporation, Dickinson Education Finance Corporation, Bayou Animal Services Corporation, and Dickinson Management District No. 1.

PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Finance Director	1.0	1.0	1.0
Human Resource Generalist	1.0	1.0	1.0
Accountant	-	-	1.0
Administrative Support Staff	-	-	0.5
Accounting Clerk	1.5	2.0	0.5
TOTAL FTE	3.5	4.0	4.0

General Fund

Finance -02



FTE = 4

**CITY OF DICKINSON
 FY 2019-2020 ORIGINAL BUDGET
 FINANCE: DEPARTMENT 02**

EXPENDITURE SUMMARY	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARY & BENEFITS	241,449	188,301	262,200	318,950	56,750
SUPPLIES	2,861	4,104	4,800	4,800	-
OPERATIONAL EXPENSES	8,546	12,101	9,600	9,600	-
CONTRACT SERVICES	33,245	24,205	-	10,000	10,000
TOTAL EXPENDITURES	\$286,101	\$228,711	\$276,600	\$343,350	\$66,750

ACHIEVEMENTS FOR CURRENT FISCAL YEAR 2018-2019

* Received GFOA Distinguished Budget Award.

MAJOR GOALS FOR FY 2019-2020

* Review and update Policies & Procedures.

* Earn State Comptroller Transparency Star for Traditional Finances.

* Provide monthly financial reports to City Council.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
FINANCE: DEPARTMENT 02

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ DECREASE
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	184,730	136,870	188,700	208,000	19,300
8102	Overtime Pay	-	-	-	-	-
8103	Natural Disaster Pay	-	-	-	-	-
8104	PTE Base Salary	-	9,256	15,500	45,500	30,000
8110	Cell Phone Allowance	938	540	900	900	0
8113	Certification/Education Pay	4,112	2,571	3,700	4,500	800
8114	Longevity Pay	160	542	200	200	-
8150	FICA Tax	649	538	1,000	2,800	1,800
8151	Payroll Tax	2,693	2,090	3,000	3,700	700
8152	Unemployment Tax	794	150	700	850	150
8153	Retirement (TMRS)	17,246	13,617	17,800	18,600	800
8155	Employee Group Insurance	29,770	21,707	30,300	33,000	2,700
8156	Worker's Compensation Insurance	358	421	400	900	500
TOTAL SALARY & BENEFITS		\$241,449	\$188,301	\$262,200	\$318,950	\$56,750
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8210	Office Supplies & Postage	2,861	4,104	4,800	4,800	-
TOTAL SUPPLIES		\$2,861	\$4,104	\$4,800	\$4,800	\$0
<u>OPERATIONAL EXPENSES</u>						
8402	Travel & Training - Staff	5,960	7,907	6,600	6,600	-
8403	Dues/Subscriptions/Books	2,413	3,421	3,000	3,000	-
8409	Shortage/ Overage	174	728	-	-	-
8442	Bank Charges	-	45	-	-	-
TOTAL OPERATIONAL EXPENSES		\$8,546	\$12,101	\$9,600	\$9,600	\$0
<u>CONTRACT SERVICES</u>						
8527	Contract Services	33,245	24,205	-	10,000	10,000
TOTAL CONTRACT SERVICES		\$33,245	\$24,205	\$0	\$10,000	\$10,000
<u>CAPITAL</u>						
01-8602-02-86	Computer Software	-	-	-	-	-
TOTAL CAPITAL		\$0	\$0	\$0	\$0	\$0
TOTAL OTHER EXPENDITURES		\$44,652	\$40,410	\$14,400	\$24,400	(\$10,000)
TOTAL DEPARTMENT EXPENDITURES		\$286,101	\$228,711	\$276,600	\$343,350	\$66,750

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
COMMUNITY DEVELOPMENT: DEPARTMENT 03

DEPARTMENT MISSION & OVERVIEW

The Community Development Department is composed of the Community Development Director, Building Official, 1 Code Compliance Officers, and 2 Permit Technicians and 1 Fire Inspector. The department is responsible for the development services of the city including issuing commercial and residential permits and licenses, reviewing site plans, conducting inspections, enforcing the city's zoning requirements and codes, enforcing the signage and nuisance abatement ordinances of the city, and land planning. The Staff also provides support services for the Planning and Zoning Commission, the Building Standards Commission, and the Board of Adjustments.

The mission of Community Development is to ensure safe, high-quality development and construction through a streamlined permit and inspection process while preserving the integrity of residential and commercial developments through consistent and proactive code enforcement procedures.

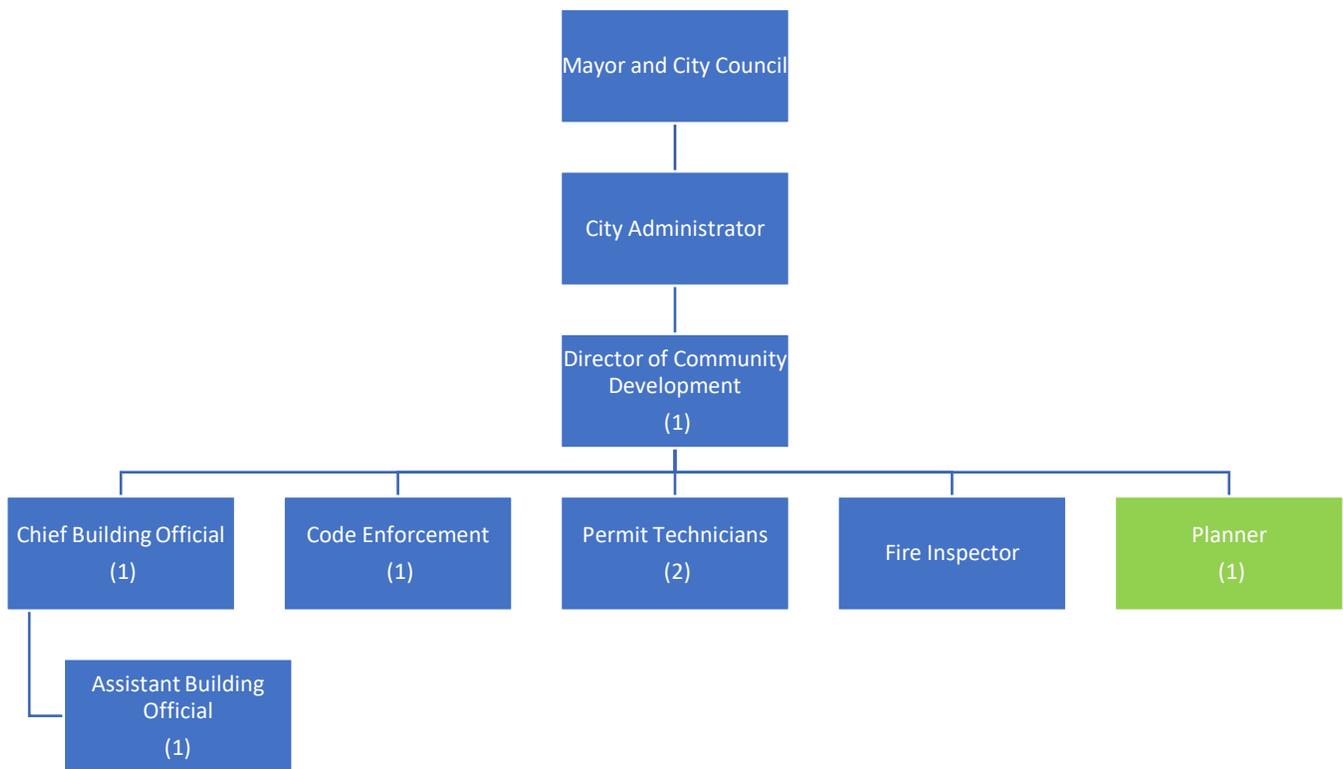
PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Director of Community	1.0	1.0	1.0
Chief Building Official	1.0	1.0	1.0
Assistant Building Official	1.0	1.0	1.0
Code Compliance Officer	1.0	1.0	1.0
Permit Technicians	2.0	2.0	2.0
Planner	-	1.0	1.0
TOTAL FTE	6.0	7.0	7.0

WORKLOAD MEASURES	FY 2018	FY 2019	FY 2020
NUMBER OF PERMITS ISSUED			
NUMBER OF DOCUMENTS SCANNED INTO LASERFICHE			
NUMBER OF CODE VIOLATION CASES STARTED	20,358	15,155	21,000

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
NUMBER OF ORDINANCE CHANGES PRESENTED	2	5	12
PERCENT OF INSPECTIONS FULLY COMPLETED IN THE FIELD	NA	20%	60%

General Fund

Community Development -03



FTE = 7

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES AND EXPENDITURES
COMMUNITY DEVELOPMENT: DEPARTMENT 03

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE SUMMARY</u>					
LICENSES	30,560	15,702	12,000	12,000	-
PERMITS	556,010	430,498	273,400	286,100	12,700
FEES	56,531	69,793	53,400	42,700	(10,700)
REGISTRATION	5,700	3,150	7,000	7,000	-
TOTAL REVENUE	\$648,801	\$519,143	\$345,800	\$347,800	\$2,000
<u>EXPENDITURE SUMMARY</u>					
SALARY & BENEFITS	384,980	356,030	444,000	519,100	75,100
SUPPLIES	9,899	7,808	12,400	12,400	-
MAINTENANCE	25,685	23,566	24,000	24,000	-
OPERATIONAL EXPENSES	42,191	41,352	49,500	49,500	-
CONTRACT SERVICES	31,142	34,933	6,700	6,700	-
TOTAL EXPENDITURES	\$493,896	\$463,689	\$536,600	\$611,700	\$75,100
DEPARTMENT NET	\$154,905	\$55,454	(\$190,800)	(\$263,900)	\$77,100

ACHIEVEMENTS FOR CURRENT FY 2018-2019

* Implemented new ways for contractors and homeowners to request inspections electronically eliminating unneeded paper.

* Adopted 2 new zoning districts (Interstate Commercial & Light industrial) per the Future Land Use Chapter of the City's Comprehensive Plan.

* Implemented new tracking system for Code Enforcement Officers to use in the field and in the office.

MAJOR GOALS FOR FY 2019-2020

* Review Land Use Map/ Chapter of the Comprehensive Plan to implement needed flexibility in new land categories and eventual Zoning District changes associated with the adopted Land Use changes.

* Implement new software for permit and code enforcement staff.

* Implement more efficiency in the department by weeding out excess paper usage and use Laserfiche to catalog all new permits and licenses for meeting necessary retention timelines.

* Complete inspections with results of said inspections in the field to save staff time at the end of the day.

OBJECTIVES FOR FY 2019-2020

* Recommend 3 possible Ordinance changes quarterly.

* Scan 200 old permitting related documents a month into LaserFische.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
COMMUNITY DEVELOPMENT: DEPARTMENT 03

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	288,236	265,345	331,800	390,000	58,200
8102	Overtime Pay	929	747	2,000	1,000	(1,000)
8110	Cell Phone Allowance	1,813	1,566	2,200	2,200	0
8113	Certification/Education Pay	5,448	4,920	6,900	4,500	(2,400)
8114	Longevity Pay	1,435	2,112	1,700	1,800	100
8150	FICA Tax	-	-	100	100	-
8151	Payroll Tax	4,303	3,976	5,000	5,700	700
8152	Unemployment Tax	1,088	-	1,000	1,200	200
8153	Retirement (TMRS)	28,602	26,529	31,600	34,800	3,200
8155	Employee Group Insurance	51,906	46,927	60,300	76,000	15,700
8156	Worker's Compensation Insurance	1,220	3,907	1,400	1,800	400
TOTAL SALARY & BENEFITS		\$384,980	\$356,030	\$444,000	\$519,100	\$75,100
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8204	Fuel	4,043	206	5,500	5,500	-
8210	Office Supplies & Postage	5,475	5,914	5,800	5,800	-
8211	Shop Supplies & Small Tools	-	9	100	100	-
8212	Inspection/Enforcement Supplies	-	1,109	-	-	-
8213	Uniform & Apparel	72	-	-	-	-
8215	Zoning Enforcement Supplies	310	570	1,000	1,000	-
TOTAL SUPPLIES		\$9,899	\$7,808	\$12,400	\$12,400	\$0
<u>MAINTENANCE</u>						
8303	Software Maintenance Contract	23,369	20,986	22,400	22,400	-
8307	Vehicle Maintenance	2,316	2,579	1,600	1,600	-
TOTAL MAINTENANCE		\$25,685	\$23,566	\$24,000	\$24,000	\$0
<u>OPERATIONAL EXPENSES</u>						
8402	Travel & Training - Staff	1,762	2,237	5,200	5,200	-
8403	Dues/Subscriptions/Books	1,548	1,745	1,900	1,900	-
8407	Communications - Pagers & Phones	1,365	1,148	1,300	1,300	-
8409	Shortage/Overage	(562)	124	-	-	-
360	Demolition	38,078	36,098	37,100	37,100	-
8431	Conf/ Travel-Council/Boards	-	-	4,000	4,000	-
TOTAL OPERATIONAL EXPENSES		\$42,191	\$41,352	\$49,500	\$49,500	\$0
<u>CONTRACT SERVICES</u>						
8504	Contract Inspection Services	2,295	1,890	3,700	3,700	-
8524	Professional Services - Engineering	13,947	5,700	3,000	3,000	-
8527	Contractual Services	14,900	18,099	-	-	-
8544	Litigation Services	-	1,878	-	-	-
8552	Forced Mowing	-	7,366	-	-	-
TOTAL CONTRACT SERVICES		\$31,142	\$34,933	\$6,700	\$6,700	\$0
TOTAL OTHER EXPENDITURES		\$108,917	\$107,659	\$92,600	\$92,600	\$0
TOTAL DEPARTMENT EXPENDITURES		\$493,896	\$463,689	\$536,600	\$611,700	\$75,100

**CITY OF DICKINSON
 FY 2019-2020 ORIGINAL BUDGET
 MUNICIPAL COURT: DEPARTMENT 04**

DEPARTMENT MISSION & OVERVIEW

The Municipal Court is composed of 1 Judge, 1 Prosecuting Attorney, 1 Court Administrator, 1 Deputy Court Administrator, 2 Court Clerks and 1 Bailiff. Dickinson Municipal Court's primary function is to process all Class C Criminal charges filed by the Dickinson Police Department, Texas Department of Public Safety, Animal Control, Fire Marshal, and Code Enforcement Officers alleged to have occurred within the territorial limits of the City of Dickinson. The mission of the Municipal Courts to provide efficient, effective, and impartial services in the promotion of justice through facilitation and timely disposition of cases with prompt and courteous service.

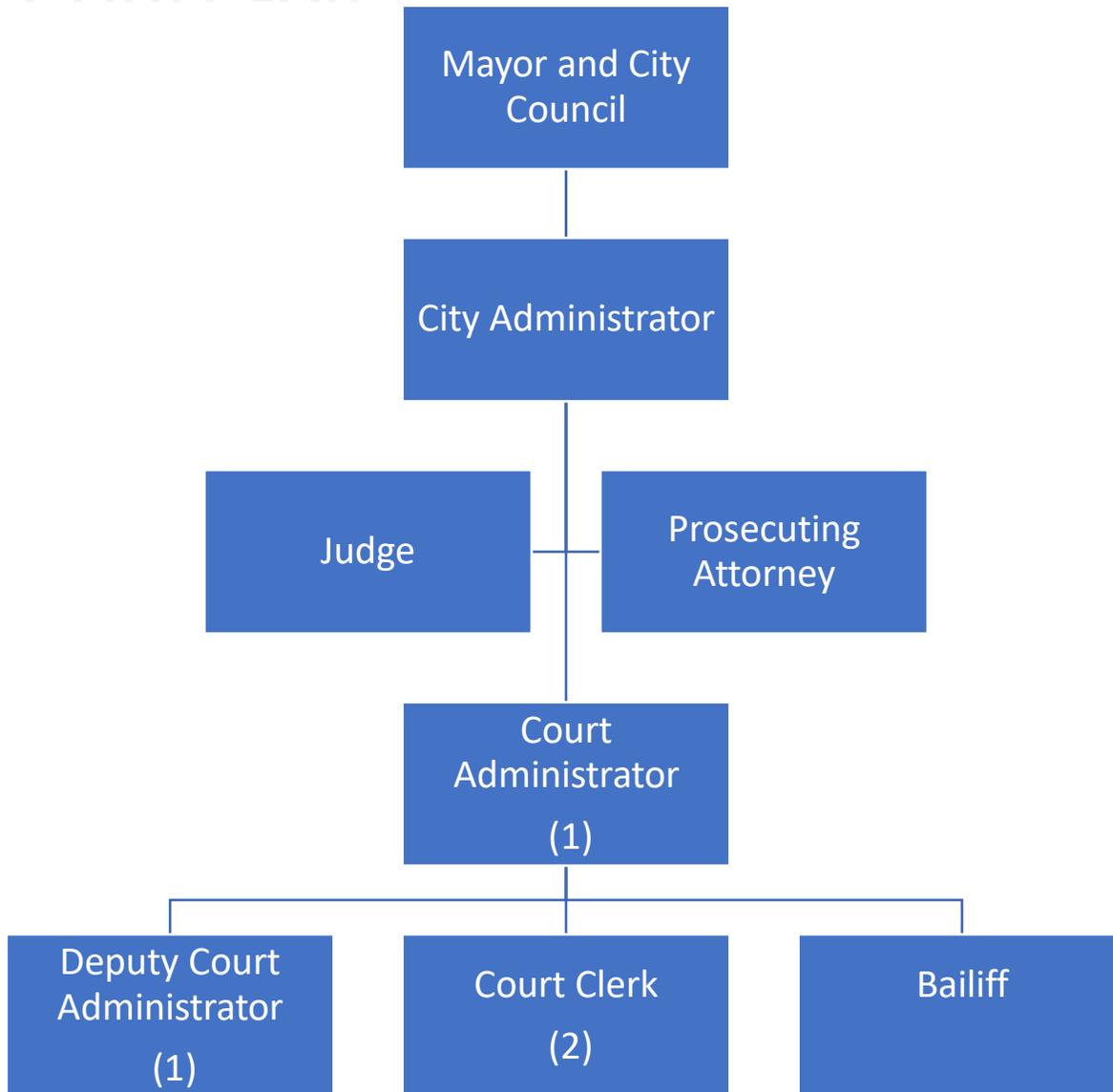
PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 Budget
Court Administrator	1.0	1.0	1.0
Deputy Court Administrator	1.0	1.0	1.0
Court Clerk Entry Level	2.0	2.0	2.0
TOTAL FTE	4.0	4.0	4.0

WORKLOAD MEASURES	FY 2018	FY 2019	FY 2020
NUMBER OF CASES FILED	5,337	3,615	3,690
NUMBER OF DISPOSITIONS	4,915	3,259	3,555
NUMBER OF WARRANTS ISSUED	2,784	2,207	2,228

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
CITATIONS IN SYSTEM WITHIN 1 DAY OF RECEIPT	100%	100%	100%
WARRANTS ISSUED WITHIN 7 DAYS OF FAILING TO APPEAR TO SCHEDULED COURT HEARINGS	90%	95%	95%
FOLLOW UP ON PAYMENT PLANS ISSUED	90%	95%	100%

General Fund

Court -04



FTE = 4

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GERNERAL FUND REVENUES AND EXPENDITURES
MUNICIPAL COURT: DEPARTMENT 04

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE SUMMARY</u>					
FINES	720,538	467,715	735,200	544,260	(190,940)
FEES	92,499	56,431	120,200	66,648	(53,552)
TOTAL REVENUES	\$813,037	\$524,146	\$855,400	\$610,908	(\$244,492)
<u>EXPENDITURE SUMMARY</u>					
SALARY & BENEFITS	228,602	234,573	260,600	269,600	9,000
SUPPLIES	10,841	8,706	10,400	10,400	-
MAINTENANCE	3,883	3,994	3,900	3,900	-
OPERATIONAL EXPENSES	(362)	350	-	-	-
CONTRACT SERVICES	82,477	50,684	64,700	64,700	-
TOTAL EXPENDITURES	\$325,440	298,307	\$339,600	\$ 348,600	\$9,000
DEPARTMENT NET	\$487,597	\$225,839	\$515,800	\$262,308	(\$253,492)

ACHIEVEMENTS FOR CURRENT FISCAL YEAR 2018-2019

* The year-end goal is to have Warrant Officer Hall to serve outstanding warrants, contacting individuals via in person, by mail or phone, or social media outlets to resolve their outstanding warrants.

* A new policy has been implemented to allow the court to contact or notify defendants in reards to their outstanding cases before sending out orders for court appearances, thus alleviating unnecessary warrants.

MAJOR GOALS FOR FY 2019-2020

*Assist the public regarding the repeal of the Driver Responsibility Program (DRP) regarding what this repeal might mean to an individual's driving privileges and providing links, contact numbers, and answer any questions that arise.

* Update old offense charges, implement new Court Cost and Class C fine only offenses that changed Legislatively and went into effect September 1, 2019.

* Implement House Bill 435 that designates a fee or item of cost imposed in a criminal action or proceeding as uncollectable if the defendant is deceased, serving a life sentence or life without parole, or the fee has been unpaid for at least 15 years.

OBJECTIVES FOR FY 2019-2020

* Update policy and procedures, standing orders and any related documents to make the Dickinson Municipal Court work more efficiently and productively

* Update the City's phone tree system script to provide easier access to the Municipal Court and other City Departments.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
MUNICIPAL COURT: DEPARTMENT 04

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	170,976	174,358	194,000	199,000	5,000
8102	Overtime Pay	20	-	-	-	-
8110	Cell Phone Allowance	438	378	400	450	50
8113	Certification/Education Pay	983	885	1,000	1,000	-
8114	Longevity Pay	2,695	3,414	2,900	2,900	-
8150	FICA	0	-	0	100	100
8151	Payroll Tax	2,476	2,532	2,900	3,000	100
8152	Unemployment Tax	623	102	700	650	(50)
8153	Retirement (TMRS)	16,771	17,270	18,300	18,000	(300)
8155	Employee Group Insurance	33,293	35,235	40,000	43,500	3,500
8156	Worker's Compensation Insurance	327	400	400	1,000	600
TOTAL SALARY & BENEFITS		\$228,602	\$234,573	\$260,600	\$269,600	\$9,000
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8210	Office Supplies & Postage	10,841	8,706	10,400	10,400	-
TOTAL SUPPLIES		\$10,841	\$8,706	\$10,400	\$10,400	\$0
<u>MAINTENANCE</u>						
8303	S.E.T.C.I.C. Warrant Program	3,883	3,994	3,900	3,900	-
TOTAL MAINTENANCE		\$3,883	\$3,994	\$3,900	\$3,900	\$0
<u>OPERATIONAL EXPENSES</u>						
8403	Dues/ Subscriptions/ Books	30	-	-	-	-
8409	Shortage/Overage	(392)	350	-	-	-
TOTAL OPERATIONAL EXPENSES		(\$362)	\$350	\$0	\$0	\$0
<u>CONTRACT SERVICES</u>						
8513	Municipal Judge Contract	56,153	41,864	51,500	51,500	-
8519	Municipal Court Prosecutor	12,635	8,820	13,200	13,200	-
8527	Contractual Services	13,689	-	-	-	-
TOTAL CONTRACT SERVICES		\$82,477	\$50,684	\$64,700	\$64,700	\$0
TOTAL OTHER EXPENDITURES		\$96,839	\$63,735	\$79,000	\$79,000	\$0
TOTAL DEPARTMENT EXPENDITURES		\$325,440	\$298,307	\$339,600	\$348,600	\$9,000

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT: DEPARTMENT 05

DEPARTMENT MISSION & OVERVIEW

The Police Department is under the management of the Chief of Police, 3 Captains, and 1 Lieutenant. The Department is charged with enforcing all applicable laws, protecting the citizens against the criminal activities of others, and serving as a visible entity to the community, interacting with the public to facilitate the delivery of professional law enforcement services with understanding and compassion for citizens needs and concerns. The department is responsible for ensuring that Dickinson stays a safe and secure place to live.

PERSONNEL COUNTS	FY 17-18	FY 18-19	FY 19-20
	ACTUAL	ORIGINAL BUDGET	BUDGET
Chief of Police	0.7	0.7	1.0
Admin Captain	0.7	0.7	1.0
CID Captain	1.0	1.0	1.0
Patrol Captain	1.0	1.0	1.0
Lieutenant	1.0	1.0	1.0
Communications Supervisor	1.0	1.0	1.0
CID Sergeant	1.0	1.0	1.0
Patrol Sergeant	4.0	4.0	4.0
CID Detectives	5.5	5.5	3.0
Patrol Officers	16.0	16.0	16.5
Warrant Officers	1.0	1.0	1.0
Professional Standards Officer	1.0	1.0	1.0
Community Policing Officer	1.0	1.0	1.0
Executive Secretary	1.0	1.0	1.0
Communications Operators	10.0	10.0	9.0
Records Clerk	2.5	2.5	2.0
Civillian Jailer	3.5	3.5	4.0
TOTAL FTE	51.9	51.9	49.5

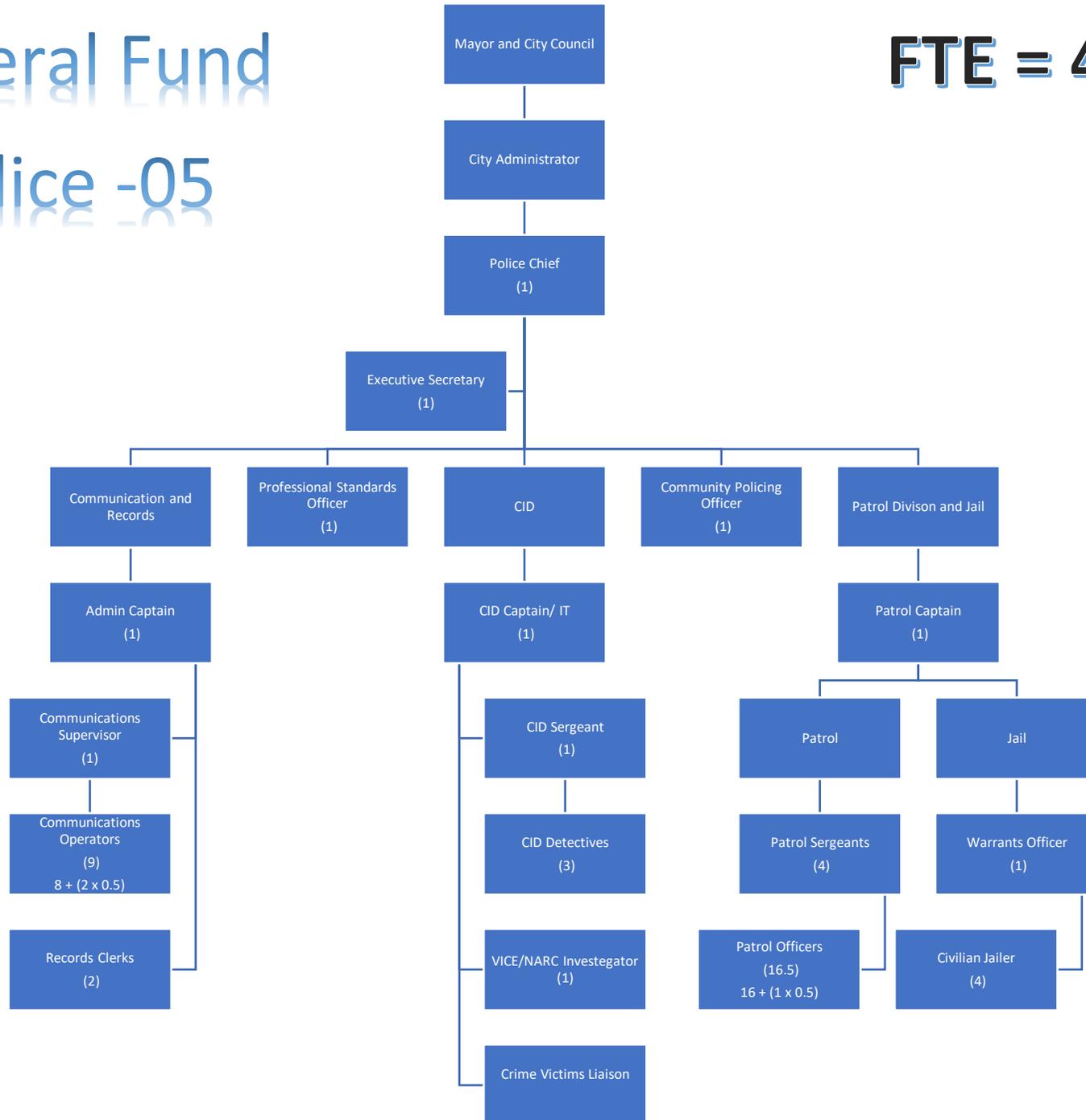
WORKLOAD MEASURES	FY 2018	FY 2019	FY 2020
NUMBER OF EMPLOYEES COMPLETING FIELD TRAINING	0	3	5
NUMBER OF TRAINING HOURS COMPLETED	1,773	2,865	2,600
NUMBER OF CALLS FOR SERVICE	20,358	15,155	21,000

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
PERCENT OF TPCA BEST PRACTICES MET	100%	100%	100%
PERCENT OF AUTHORIZED SWORN POSITIONS FILLED	100%	100%	100%
NUMBER OF CASES CLEARED PER DETECTIVE	61	65	125

General Fund

Police -05

FTE = 49.5



CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES AND EXPENDITURES
POLICE DEPARTMENT: DEPARTMENT 05

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE SUMMARY</u>					
FEE	2,780	2,885	2,100	2,100	-
PERMITS	-	1,080	600	600	-
INMATE PHONE COMMISSIONS	308	88	400	400	-
CONTRACT FOR JAIL SERVICES	12,020	11,280	12,000	12,000	-
TRANSFER FROM DMD #1	-	-	-	150,000	150,000
INTROGOVERNMENTAL	36,220	8,468	38,700	38,700	-
TOTAL REVENUES	\$51,328	\$23,801	\$53,800	\$203,800	\$150,000
<u>EXPENDITURE SUMMARY</u>					
SALARY & BENEFITS	3,608,632	3,274,007	3,809,100	4,030,600	221,500
SUPPLIES	147,337	88,803	173,400	172,130	(1,270)
MAINTENANCE	95,722	61,971	72,800	70,800	(2,000)
OPERATIONAL EXPENSES	71,991	61,705	105,100	105,100	-
CONTRACT SERVICES	21,050	29,365	28,500	30,650	2,150
CAPITAL	7,490	248,791	257,700	160,550	(97,150)
INSURANCE	21,873	33,749	25,300	25,300	-
TOTAL EXPENDITURES	\$3,974,094	\$3,798,390	\$4,471,900	\$4,595,130	\$123,230
DEPARTMENT NET	(\$3,922,766)	(\$3,774,590)	(\$4,418,100)	(\$4,391,330)	\$26,770

ACHIEVEMENTS FOR CURRENT FY 2018-2019

- * Restructured the Patrol Division to improve the delivery of services to residents, businesses, and visitors.
- * Refined the field training program for new personnel to improve efficiency.
- * Continuing to utilize the "police One Academy" online training program to satisfy mandatory TCOLE training requirements and City Policy requirements.
- * Re-aligned the Command Staff responsibilities for better work distribution and employee productivity.
- * Continually completing the biennial review of the Department's Policy and Procedure Manual.

- * Completed the purchase of the following capital assests: vehicles and associated equipment; in-car video systems, body cameras and Interview Room camera with the " Watch Guard" system, and the Communications Center Dispatch console.
- * Awarded the 10th year of grant funding from the Criminal Justice Division (CJD) of the Governor's Office for the Crime Victim Assistance Program (VOCA grant).

MAJOR GOALS FOR FY 2019-2020

- * Reduce the overall budget of the PD by 5%.
- * Increase employee retention.
- * Continue to maintain the "Recognition" status in the Best Practices Police Policies Program.
- * Maintain or exceed current minimum mandated training standards by utilizing in-house training instructors and attending free schools and training.
- * Create a health and wellness plan for law enforcement employees.

**CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES AND EXPENDITURES
POLICE DEPARTMENT: DEPARTMENT 05**

OBJECTIVES FOR FY 2019-2020

- * Maintenance and operations costs will be reduced by conserving energy usage associated with all utilities, maintenance, supplies, and operational expenses.
- * Offer additional training methods and shift schedules to retain employees.
- * Monitor all police personnel to ensure compliance with Best Practices Policies.
- * Reduce budgetary cost by utilizing in-house training instructors and attending free schooling & training.
- * To improve personal health and reduce used of sick time and stress-related issues.

CITY OF DICKINSON
FY 2019- 2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT: DEPARTMENT 05

ACCOUNT	ACCOUNT NAME	FY 18-19				INCREASE/ DECREASE
		FY 17-18 ACTUAL	FY 18-19 PROJECTION	ORIGINAL BUDGET	FY 19-20 BUDGET	
<u>SALARY & BENEFITS</u>						
8101	FTE Base Salary	2,470,499	2,198,929	2,682,700	2,801,000	118,300
8102	Overtime Pay	143,129	188,774	130,000	155,000	25,000
8103	Natural Disaster Pay	6,674	-	-	-	-
8104	PTE Base Salary	106,264	95,195	31,200	99,000	67,800
8108	Clothing Allowance	3,900	3,900	3,900	3,900	-
8110	Cell Phone Allowance	6,665	4,958	6,600	6,600	-
8113	Certification/Education Pay	60,420	34,641	69,900	60,000	(9,900)
8114	Longevity Pay	27,084	39,097	29,600	40,000	10,400
8115	Differential Pay	8,629	7,284	9,000	21,000	12,000
8150	FICA Tax	31	1,032	4,100	6,100	2,000
8151	Payroll Tax	39,874	36,704	41,700	42,500	800
8152	Unemployment Tax	10,308	272	8,300	8,500	200
8153	Retirement (TMRS)	273,445	247,947	265,100	260,000	(5,100)
8155	Employee Group Insurance	413,792	363,872	486,300	486,300	-
8156	Worker's Compensation Insurance	37,918	51,402	40,700	40,700	-
TOTAL SALARY & BENEFITS		\$3,608,632	\$3,274,007	\$3,809,100	\$4,030,600	\$221,500
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8202	Video/Photo Processing Supplies	690	360	500	400	(100)
8203	Kitchen Supplies	2,224	3,240	2,700	2,350	(350)
8204	Fuel	102,418	47,522	115,000	115,000	-
8205	Fire & Safety Equipment	2,788	840	4,500	4,150	(350)
8206	Investigational Supplies	(1,455)	5,837	6,400	6,400	-
8207	Janitorial Supplies	1,827	2,265	2,700	2,700	-
8210	Office Supplies & Postage	16,806	10,579	18,800	18,330	(470)
8213	Uniform & Apparel	20,743	14,312	19,100	19,100	-
8216	Certificates & Awards	1,017	2,201	2,200	2,200	-
8217	Radio Suppies	277	1,646	1,500	1,500	-
TOTAL SUPPLIES		\$147,337	\$88,803	\$173,400	\$172,130	(\$1,270)
<u>MAINTENANCE</u>						
8301	Building & Property Maintenance	23,488	12,854	19,200	19,200	-
8307	Vehicle Maintenance	60,815	39,019	42,100	42,100	-
8399	Machine & Equipment Maintenance	11,419	10,098	11,500	9,500	(2,000)
TOTAL MAINTENANCE		\$95,722	\$61,971	\$72,800	\$70,800	(\$2,000)
<u>OPERATIONAL EXPENSES</u>						
8401	Advertising & Legal Notices	-	-	600	600	-
8402	Travel & Training - Staff	9,655	15,523	18,800	18,800	-
8403	Dues/Subscriptions/Books	2,824	2,587	2,800	2,800	-
8405	Prisoner Support	4,539	1,800	5,800	5,800	-
8407	Communications - Pagers, Phones & Air Cards	20,442	16,801	27,400	27,400	-
8417	Utilities - Gas, Electric & Water	25,060	14,582	37,400	37,400	-
8423	Local Meetings & Luncheons	258	176	200	200	-
8426	K-9 Units	2,970	4,213	6,500	6,500	-
8431	Community Policing & DCPA	6,243	6,023	5,600	5,600	-
TOTAL OPERATIONAL EXPENSES		\$71,991	\$61,705	\$105,100	\$105,100	\$0
<u>CONTRACT SERVICES</u>						
8501	Law Enforcement Audit	3,650	5,820	2,700	4,850	2,150
8512	Janitorial Service Contract	17,400	13,920	17,400	17,400	-
8527	Contract Services - Connect CTY	-	9,625	8,400	8,400	-
TOTAL CONTRACT SERVICES		\$21,050	\$29,365	\$28,500	\$30,650	\$2,150
<u>CAPITAL</u>						
01-8660-05-86	Vehicle Acquisition	-	248,791	249,000	154,000	(95,000)
01-8604-05-86	Furniture & Equipment	1,690	-	-	-	-
01-8616-05-86	Body Armor Vest	5,800	-	8,700	6,550	(2,150)
TOTAL CAPITAL		\$7,490	\$248,791	\$257,700	\$160,550	(\$97,150)
<u>INSURANCE</u>						
8707	Enforcement Insurance	21,873	33,749	25,300	25,300	-
TOTAL INSURANCE		\$21,873	\$33,749	\$25,300	\$25,300	\$0
TOTAL OTHER EXPENDITURES		\$365,462	\$524,383	\$662,800	\$564,530	(\$98,270)
TOTAL		\$3,974,094	\$3,798,390	\$4,471,900	\$4,595,130	\$123,230

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
FIRE MARSHAL: DEPARTMENT 10

DEPARTMENT MISSION & OVERVIEW

The Fire Marshal's Office is composed of the Fire Marshal and 2 PT Fire Inspectors. The department is responsible for enforcing the City's Ordinances and State laws regarding fire prevention and safety, conducting fire and life safety inspections of all commercial buildings, reviewing construction plans, and investigating the origin and cause of fires. Also, the department assists in code enforcement and emergency management.

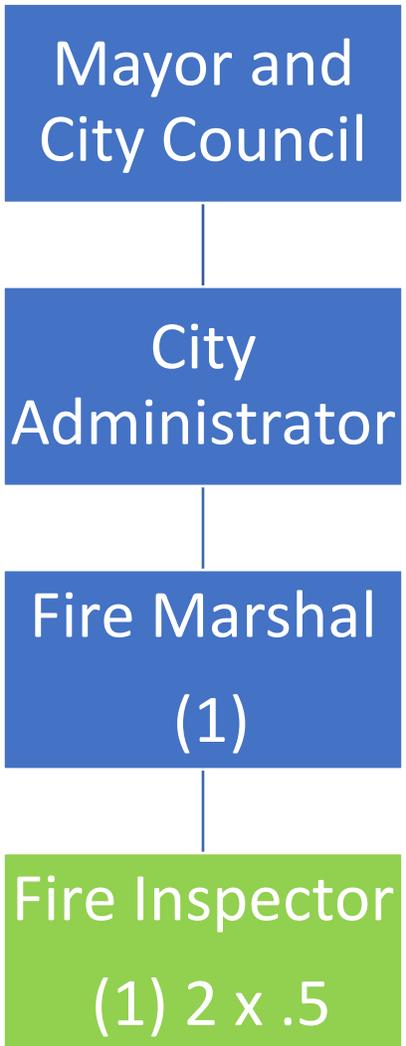
The Fire Marshal's Office is committed to Fire & Life Safety of the citizens of and visitors to the City of Dickinson. It is our mission to prevent fires, loss of life and property through public education and enforcement. We serve the community with honesty, integrity, and respect; and are committed to professional law enforcement services while maintaining understanding and compassion for citizen needs and holding accountable those who have been found to commit the crime of Arson.

PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19	
		ORIGINAL BUDGET	FY 19-20 BUDGET
Fire Marshal	1.0	1.0	1.0
Fire Inspector	0.5	0.5	1.0
TOTAL FTE	1.5	1.5	2

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
INSPECTIONS	525	350	500
PLAN REVIEWS	23	25	200
TRAINING HOURS	48	100	100

General Fund

Fire Marshall -10



One of the two part-time inspectors is proposed

FTE = 2

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES & EXPENDITURES
FIRE MARSHAL: DEPARTMENT 10

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE SUMMARY</u>					
FEES	5,280	4,974	10,700	8,800	(1,900)
TOTAL REVENUE	\$5,280	\$4,974	\$10,700	\$8,800	(\$1,900)
<u>EXPENDITURE SUMMARY</u>					
SALARY & BENEFITS	149,597	75,842	170,400	149,620	(20,780)
SUPPLIES	4,115	1,101	10,600	6,700	(3,900)
MAINTENANCE	1,758	261	2,900	2,900	-
OPERATIONAL EXPENSES	4,309	1,614	7,900	7,600	(300)
CAPITAL	-	-	3,700	2,000	(1,700)
INSURANCE	1,640	-	-	-	-
TOTAL EXPENDITURES	\$161,419	\$78,818	\$195,500	\$168,820	(\$26,680)
DEPARTMENT NET	(\$156,139)	(\$73,844)	(\$184,800)	(\$160,020)	(\$24,780)

ACHIEVEMENTS FOR CURRENT FISCAL YEAR 2018-2019

- * Fire Marshal completed the Prevention and Plans Examiner certification for the Texas Commission on Fire Protection.
- * Educated over 1500 students for Fire Prevention Week.
- * Trained over 60 people in Fire Education training around the City.
- * Streamlined fire reporting to Federal Bureau of ATF through BATS reporting system.
- * Developed initial planning for Smoke Detector Programs.
- * Completed all National Incident Management System courses.

MAJOR GOALS FOR FY 2019-2020

- * Plan to increase Fire Inspection productivity and increase number of annual inspections completed.
- * Get new employee any additional training in order to perform job efficiently.
- * Increase scope of Fire Prevention Week program.
- * Reorganize and plan Smoke Detector Program in conjunction with DVFD.
- * Develop new arrest, search, and seizure SOP's for Arson Investigations.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
FIRE MARSHAL: DEPARTMENT 10

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	102,734	50,838	116,500	69,100	(47,400)
8102	Overtime Pay	1,878	785	-	-	-
8103	National Disaster Pay	-	-	-	-	-
8104	PTE Base Salary	5,924	5,188	13,300	48,500	35,200
8110	Cell Phone Allowance	1,183	594	700	700	0
8113	Certification/Education Pay	5,259	280	3,000	3,000	-
8114	Longevity Pay	1,015	132	100	120	20
8150	FICA Tax	367	361	800	3,000	2,200
8151	Payroll Tax	1,698	874	1,900	1,900	0
8152	Unemployment Tax	514	21	500	1,800	1,300
8153	Retirement (TMRS)	10,730	5,255	11,100	6,200	(4,900)
8155	Employee Group Insurance	15,974	8,902	20,200	11,000	(9,200)
8156	Worker's Compensation Insurance	2,322	2,611	2,300	4,300	2,000
TOTAL SALARY & BENEFITS		\$149,597	\$75,842	\$170,400	\$149,620	(\$20,780)
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8202	Video Photo Supplies	25	-	700	700	-
8204	Fuel	3,055	325	6,000	3,000	(3,000)
8206	Investigational Supplies	7	-	700	400	(300)
8210	Office Supplies & Postage	251	70	1,100	500	(600)
8213	Uniform & Apparel	777	706	2,100	2,100	-
TOTAL SUPPLIES		\$4,115	\$1,101	\$10,600	\$6,700	(\$3,900)
<u>MAINTENANCE</u>						
8303	Software Service Contract	450	-	200	200	-
8307	Vehicle Maintenance	1,308	261	2,700	2,700	-
TOTAL MAINTENANCE		\$1,758	\$261	\$2,900	\$2,900	\$0
<u>OPERATIONAL EXPENSES</u>						
8402	Travel & Training - Staff	376	60	3,800	3,800	-
8403	Dues/Subscriptions/Books	2,007	398	2,300	2,000	(300)
8407	Communications - Pagers & Phones	1,926	1,156	1,700	1,700	-
8411	Investigational Support Funds	0	-	100	100	-
TOTAL OPERATION EXPENSES		\$4,309	\$1,614	\$7,900	\$7,600	(\$300)
<u>CAPITAL</u>						
01-8604-10-86	Furniture & Equipment	-	-	3,700	2,000	(1,700)
TOTAL CAPITAL		\$0	\$0	\$3,700	\$2,000	(\$1,700)
<u>INSURANCE</u>						
8707	Enforcement Insurance	1,640	-	-	-	-
TOTAL INSURANCE		\$1,640	\$0	\$0	\$0	0
TOTAL OTHER EXPENDITURES		\$11,822	\$2,976	\$25,100	\$19,200	(\$5,900)
TOTAL DEPARTMENT EXPENDITURES		\$161,419	\$78,818	\$195,500	\$168,820	(\$26,680)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
EMERGENCY MANAGEMENT: DEPARTMENT 11

DEPARTMENT MISSION & OVERVIEW

The department is currently under the direction of the City's Emergency Management Director.

The mission of the Emergency Management Department is to provide the community with a planned and coordinated response to major natural or man-made disasters in the city while utilizing a comprehensive and integrated emergency management system.

PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Emergency Management Director	0.0	0.0	0.0
Emergency Management Coordinator	0.0	1.0	1.0
Police Chief	0.3	0.3	0.0
Police Captain	0.3	0.3	0.0
Police Officer	0.5	0.0	0.0
TOTAL FTE	1.1	1.6	1.0

WORKLOAD MEASURES	FY 2018	FY 2019	FY 2020
STAFF MEETINGS AND EXERCISES FOR DISASTER PREPAREDNESS	3	3	4

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
PERCENT OF EMPLOYEES NIMS CERTIFIED	100%	100%	100%
PERCENT OF EMPLOYEES THAT RECEIVED SPECIALIZED NIMS TRAINING(400 OR 900 SERIES)	50%	10%	25%

General Fund

Emergency Management -11

Emergency Management
Director

Emergency Management
Coordinator

(1)

FTE = 1

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES & EXPENDITURES
EMERGENCY MANAGEMENT: DEPARTMENT 11

EXPENDITURE SUMMARY	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARY & BENEFITS	144,143	151,782	187,200	110,900	(76,300)
SUPPLIES	1,029	781	-	1,300	1,300
MAINTENANCE	-	-	-	2,000	2,000
OPERATIONAL EXPENSES	3,550	2,890	5,000	5,000	-
CONTRACT SERVICES	16,104	-	-	-	-
TOTAL EXPENDITURES	\$164,825	\$155,454	\$192,200	\$119,200	(\$73,000)

ACHIEVEMENTS FOR CURRENT FY 2018-2019

- * Completed hurricane preparations included: tabletop and functional exercise with City Secretary, Police Department Command Staff and Federal Partners.
- * Participated in county-wide exercises and emergency management meetings.
- * Provided training to Federal, State, and Local Law Enforcement officers as required per EMPG grant.
- * Updated and reviewed all City Emergency Management plans.
- * Updated information on the Blackboard Connect mass notification system.

MAJOR GOALS FOR FY 2019-2020

- * Continue to work with City Departments and outside agencies in updating the City's plans, annexes, and developing relationships.
- * Prepare a citizen's response to emergencies by providing education, community outreach, and training.
- * Collaborate with outside agencies/ non-governmental organizations to develop emergency plans, procedures, and guidelines.
- * Train all emergency response personnel in the operation of the Emergency Operations Center.

OBJECTIVES FOR FY 2019-2020

- * Continually review the City's Emergency Management Plan to ensure that it contains current information for quick implementation.
- * Promote emergency response information to citizens via neighborhood meetins and other public information forums.
- * Distribute the emergency operation plan and guidelines to the emergency response personnel and citizens.
- * Maintain and operate the Emergency Operations Center.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
EMERGENCY MANAGEMENT: DEPARTMENT 11

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	66,311	113,899	144,500	77,300	(67,200)
8102	Overtime pay	998	-	-	-	-
8103	Natural Disaster Pay	-	-	-	-	-
8104	PTE Base Salary	47,318	1,558	-	-	-
8110	Cell Phone Allowance	488	322	1,400	900	(500)
8113	Certification/Education Pay	2,666	3,344	4,000	3,000	(1,000)
8114	Longevity Pay	992	2,981	1,800	900	(900)
8150	FICA Tax	670	-	-	4,900	4,900
8151	Payroll Tax	1,678	1,753	2,200	1,200	(1,000)
8152	Unemployment Tax	174	-	300	200	(100)
8153	Retirement (TMRS)	10,417	11,967	14,000	7,000	(7,000)
8155	Employee Group Insurance	10,913	12,993	16,400	11,000	(5,400)
8156	Worker's Compensation Insurance	1,519	2,965	2,600	4,500	1,900
TOTAL SALARY & BENEFITS		\$144,143	\$151,782	\$187,200	\$110,900	(\$76,300)
OTHER EXPENDITURES						
<u>SUPPLIES</u>						
8201	EOC Supplies	949	-	-	700	700
8202	Video Photo Supplies	-	-	-	100	100
8210	Office Supplies & Postage	80	781	-	500	500
TOTAL SUPPLIES		\$1,029	\$781	\$0	\$1,300	\$1,300
<u>MAINTENANCE</u>						
8399	Machine & Equipment Maintenance	-	-	-	2,000	2,000
TOTAL MAINTENANCE		\$0	\$0	\$0	\$2,000	\$2,000
<u>OPERATIONAL EXPENSES</u>						
8402	Travel & Training - Staff	1,407	480	3,100	3,100	-
8403	Dues/Subscriptions/Books	190	-	600	600	-
8407	Communications - Pagers & Phones	1,953	2,410	1,300	1,300	-
TOTAL OTHER OPERATING EXPENDITURES		\$3,550	\$2,890	\$5,000	\$5,000	\$0
<u>CONTRACT SERVICES</u>						
8527	Contract Services	16,104	-	-	-	-
TOTAL CONTRACT SERVICES		\$16,104	\$0	\$0	\$0	\$0
TOTAL OTHER EXPENDITURES		\$20,683	\$3,671	\$5,000	\$8,300	\$3,300
TOTAL DEPARTMENT EXPENDITURES		\$164,825	\$155,454	\$192,200	\$119,200	(\$73,000)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS: DEPARTMENT 12

DEPARTMENT MISSION & OVERVIEW

The Public Works Department is managed by the Public Works Director. The department is responsible for operating and maintaining the public infrastructure of the city's infrastructure, the street system, rights-of-way, street signage, and the flood/drainage system. The Public Works Department has 2 sub-divisions: Street Division and Drainage Division.

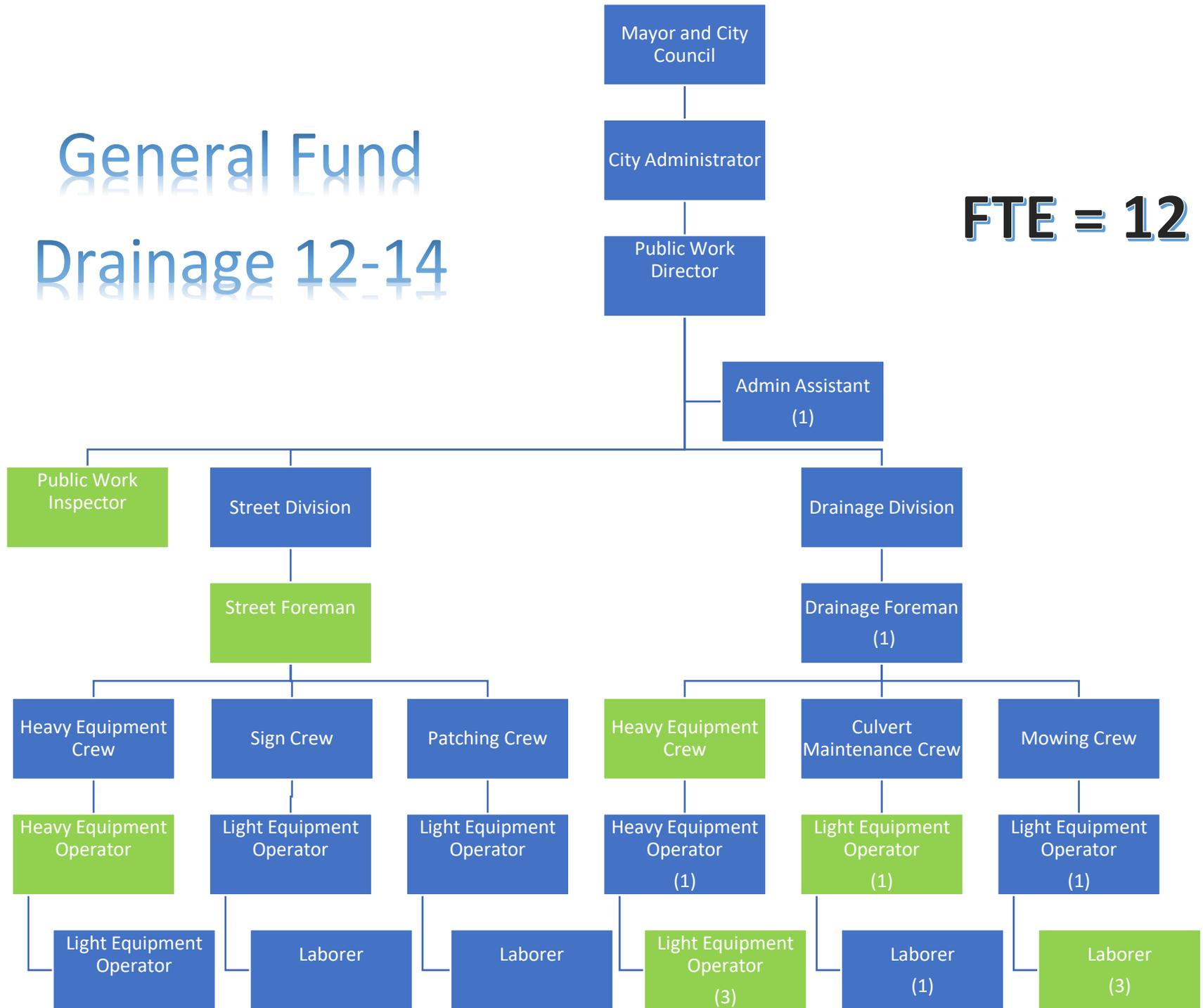
The Public Works Department's mission is to promote the economic vitality of the City through the efficient operation, maintenance, design, and construction of safe, economical, and effective public infrastructure. The department ensures Dickinson's public infrastructure continues to be safe for public use.

PERSONNEL COUNT	FY 17-18 ACTUAL	FY 18-19	
		ORIGINAL BUDGET	FY 19-20 BUDGET
Assistant to Public Works Director	0.5	0.5	1.0
Drainage Foreman	-	0.5	1.0
Heavy Equipment Operator	-	2.0	1.0
Light Equipment Operator	5.0	5.0	5.0
Laborer	0.0	0.0	4.0
TOTAL FTE	5.5	8.0	12.0

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
ENTIRE DRAINAGE NETWORK MOWED	0	350	
DESILT ROADSIDE DITCHES	0	35%	
DRIVEWAY CULVERTS CLEANED	0	16,000 FT	

General Fund Drainage 12-14

FTE = 12



CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES & EXPENDITURES
PUBLIC WORKS: DEPARTMENT 12

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE</u>					
WCID #1 Fuel Equipment	651	299	800	800	-
REVENUE TOTAL	\$651	\$299	\$800	\$800	\$0
<u>EXPENDITURES</u>					
SALARY & BENEFITS	346,976	455,490	617,900	429,300	(188,600)
SUPPLIES	31,684	20,572	56,300	17,800	(38,500)
MAINTENANCE	4,042	60,011	79,900	35,500	(44,400)
OPERATIONAL EXPENSES	108,231	101,903	646,400	11,700	(634,700)
CONTRACT SERVICES	94,402	730,066	159,600	126,300	(33,300)
CAPITAL EXPENSES	-	79,935	565,000	562,000	(3,000)
TOTAL EXPENDITURES	\$585,336	\$1,447,976	\$2,125,100	\$1,182,600	(\$942,500)
DEPARTMENT NET	(\$584,685)	(\$1,447,677)	(\$2,124,300)	(\$1,181,800)	(\$1,285,000)

ACHIEVEMENTS FOR CURRENT FY 2018-2019

- * Increased staff by 3 new employees
- * Improved the format of the monthly report to make it more impactful
- * Increased the maintenance program for the department's equipment
- * Swept all curb and gutter streets twice
- * Improved the mowing program by leasing than purchasing a slope mower

MAJOR CHANGES FOR FY 2019-2020

- * Initiate a program to identify damaged culverts and storm sewers that need to be repaired or replaced.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS: DEPARTMENT 12

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARY & BENEFITS						
8101	Salary & Wages	234,282	299,713	420,100	331,000	(89,100)
8102	Overtime Pay	4,276	5,708	5,000	2,500	(2,500)
8103	Natural Disaster Pay	361	-	-	-	-
8110	Cell Phone Allowance	495	-	700	-	(700)
8113	Certification/Education Pay	2,525	2,763	4,200	1,700	(2,500)
8114	Longevity Pay	4,047	3,030	3,800	3,100	(700)
8151	Payroll Tax	3,524	4,428	6,300	2,000	(4,300)
8152	Unemployment Tax	1,855	-	1,900	5,000	3,100
8153	Retirement (TMRS)	23,565	30,024	40,000	30,000	(10,000)
8155	Employee Group Insurance	62,316	90,589	118,700	44,000	(74,700)
8156	Worker's Compensation Insurance	9,730	19,235	17,200	10,000	(7,200)
TOTAL SALARY & BENEFITS		\$346,976	\$455,490	\$617,900	\$429,300	(\$188,600)
OTHER EXPENDITURES						
SUPPLIES						
8203	Building & Kitchen Supplies	-	1,071	-	-	-
8204	Fuel	17,872	4,233	39,000	15,000	(24,000)
8205	Safety Equipment & Supplies	1,102	6,139	1,900	700	(1,200)
8210	Office Supplies & Postage	2,088	946	3,600	-	(3,600)
8211	Small Tools	5,184	6,093	9,300	2,100	(7,200)
8212	Operational Supplies	5,438	2,090	2,500	-	(2,500)
SUBTOTAL SUPPLIES		\$31,684	\$20,572	\$56,300	\$17,800	(\$38,500)
MAINTENANCE						
8301	Building & Property Maintenance	2,501	6,623	3,500	1,800	(1,700)
8302	Culvert Maintenance	-	19,526	27,300	27,300	-
8305	Street Striping	-	-	23,900	-	(23,900)
8307	Vehicle & Equipment Maintenance	1,541	33,861	25,200	6,400	(18,800)
SUBTOTAL MAINTENANCE		\$4,042	\$60,011	\$79,900	\$35,500	(\$44,400)
OPERATIONAL EXPENSES						
8402	Travel & Training - Staff	580	11,687	3,000	800	(2,200)
8403	Dues/Subscriptions/Books	128	-	300	-	(300)
8406	Street Lighting Contract	97,061	73,579	114,100	-	(114,100)
8407	Communication-Pagers & Phones	304	486	400	200	(200)
8413	Landfill Disposal of Debris	35	-	6,100	-	(6,100)
8417	Utilities - Electricity	5,956	10,957	16,800	8,400	(8,400)
8421	Performance Incentive Program	677	53	300	100	(200)
8438	Uniform Service Contract	3,491	5,140	5,400	2,200	(3,200)
8450	Grant Expenditures	-	-	500,000	-	(500,000)
TOTAL OPERATIONAL EXPENSES		\$108,231	\$101,903	\$646,400	\$11,700	(\$634,700)
CONTRACT SERVICES						
8524	Professional Services	9,356	110,252	1,100	1,100	-
8527	Contractual Services - Labor	44,137	515,545	65,900	100,000	34,100
8540	Phase II Storm Water	-	654	5,200	5,200	-
8552	ROW/Facilities Mowing	37,983	64,368	48,400	20,000	(28,400)
8554	Street Signage Replacement	2,926	39,248	39,000	-	(39,000)
TOTAL CONTRACT SERVICES		\$94,402	\$730,066	\$159,600	\$126,300	(\$33,300)
CAPITAL EXPENSES						
01-8608-12-86	Drainage Projects	-	-	-	400,000	-
01-8660-12-86	Vehicle Acquisition	-	79,935	565,000	-	(565,000)
01-8612-12-86	Heavy Equipment	-	-	-	162,000	162,000
TOTAL CAPITAL EXPENSES		\$0	\$79,935	\$565,000	\$562,000	(\$3,000)
TOTAL OTHER EXPENDITURES		\$238,360	\$992,486	\$1,507,200	\$753,300	(\$753,900)
DEPARTMENT TOTAL		\$585,336	\$1,447,976	\$2,125,100	\$1,182,600	(\$942,500)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS: DEPARTMENT 12-12 STREET DIVISION

The mission of the Street Division of Public Works is to maintain the City's street system to ensure the safety of the public and to enhance the access to commercial and residential properties.

EXPENDITURE SUMMARY	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARY & BENEFITS	-	280,519	382,800	-	(382,800)
SUPPLIES	-	12,988	38,500	-	(38,500)
MAINTENANCE	-	18,927	44,400	-	(44,400)
OPERATIONAL EXPENSES	-	87,183	134,700	-	(134,700)
CONTRACT SERVICES	-	231,201	125,500	-	(125,500)
CAPITAL EXPENDITURES	-	79,935	565,000	-	(565,000)
TOTAL EXPENDITURES	\$0	\$710,753	\$1,290,900	\$0	(\$1,290,900)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS: DEPARTMENT 12-12 STREET DIVISION

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19	FY 19-20 BUDGET	INCREASE/ (DECREASE)
				ORIGINAL BUDGET		
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	-	182,790	264,600	-	(264,600)
8102	Overtime Pay	-	2,937	2,500	-	(2,500)
8103	Natural Disaster Pay	-	-	-	-	-
8110	Cell Phone Allowance	-	-	700	-	(700)
8113	Certification/ Edu. Pay	-	2,592	2,500	-	(2,500)
8114	Longevity Pay	-	1,467	2,400	-	(2,400)
8151	Payroll Tax	-	2,712	4,000	-	(4,000)
8152	Unemployment Tax	-	-	1,200	-	(1,200)
8153	Retirement (TMRS)	-	18,309	25,100	-	(25,100)
8155	Employee Group Insurance	-	58,091	69,400	-	(69,400)
8156	Worker's Comp. Insurance	-	11,622	10,400	-	(10,400)
TOTAL SALARY & BENEFITS		\$0	\$280,519	\$382,800	\$0	(\$382,800)
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8203	Building & Kitchen Supplies	-	578	-	-	-
8204	Fuel	-	2,821	24,000	-	(24,000)
8205	Safety Equipment & Supplies	-	3,123	1,200	-	(1,200)
8210	Office Supplies & Postage	-	946	3,600	-	(3,600)
8211	Small Tools	-	3,431	7,200	-	(7,200)
8212	Operational Supplies	-	2,090	2,500	-	(2,500)
TOTAL SUPPLIES		\$0	\$12,988	\$38,500	\$0	(\$38,500)
<u>MAINTENANCE</u>						
8301	Building & Property Maint.	-	3,568	1,700	-	(1,700)
8305	Street Striping	-	-	23,900	-	(23,900)
8307	Vehicle Maintenance	-	15,359	18,800	-	(18,800)
TOTAL MAINTENANCE		\$0	\$18,927	\$44,400	\$0	(\$44,400)
<u>OPERATIONAL EXPENSES</u>						
8402	Travel & Training - Staff	-	5,843	2,200	-	(2,200)
8403	Dues / Subscriptions / Books	-	0	300	-	(300)
8406	Street Lighting	-	73,579	114,100	-	(114,100)
8407	Comm. - Pagers & Phones	-	243	200	-	(200)
8413	Landfill Debris Disposal	-	0	6,100	-	(6,100)
8417	Utilities	-	4,920	8,400	-	(8,400)
8421	Performance Incentive Prgm	-	27	200	-	(200)
8438	Uniform Service	-	2,570	3,200	-	(3,200)
TOTAL OPERATIONAL EXPENSES		\$0	\$87,183	\$134,700	\$0	(\$134,700)

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
CONTRACT SERVICES						
8524	Professional Services	-	110,252	-	-	-
8527	Contract Services	-	43,925	42,400	-	(42,400)
8552	ROW / Facilities Mowing	-	37,776	44,100	-	(44,100)
8554	Street Signage Replacement	-	39,248	39,000	-	(39,000)
TOTAL CONTRACT SERVICES		\$0	\$231,201	\$125,500	\$0	(\$125,500)
CAPITAL EXPENSES						
01-8660-12-86	Vehicle Acquisition	-	79,935	565,000	-	(565,000)
TOTAL CAPITAL EXPENSES		\$0	\$79,935	\$565,000	\$0	(\$565,000)
TOTAL OTHER EXPENDITURES		\$0	\$430,234	\$908,100	\$0	(\$343,039)
TOTAL STREET EXPENDITURES		\$0	\$710,753	\$1,290,900	\$0	(\$1,290,839)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT: 12-14 DRAINAGE DIVISION

DIVISION MISSION & OVERVIEW

The mission of the Drainage Division is to minimize the potential for flooding of city streets and neighborhoods during periods of high rainfall and implement the best practices to aid in the reduction of contaminants in the drainage systems. The division is highly committed to ensuring full compliance with the Clean Water Act and the Stormwater Management Plan.

These goals are achieved through installation and replacement of culverts; maintenance of Dickinson Bayou tributaries and open ditches, and the underground stormwater system; Stormwater Pollution Protection Plan; control of Construction Site Run-Off: illegal discharge detection and elimination; and public education.

EXPENDITURE SUMMARY	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARY & BENEFITS	-	174,971	235,100	429,300	194,200
SUPPLIES	-	7,583	17,800	17,800	-
MAINTENANCE	-	41,084	35,500	35,500	-
OPERATIONAL EXPENSES	-	14,720	511,700	11,700	(500,000)
CONTRACT SERVICES	-	498,865	34,100	126,300	92,200
CAPITAL	-	-	-	162,000	162,000
TOTAL EXPENDITURES	\$0	\$737,222	\$834,200	\$782,600	(\$51,600)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS: DEPARTMENT 12 -14 DRAINAGE DIVISION

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19		INCREASE/ (DECREASE)
				ORIGINAL BUDGET	FY 19-20 BUDGET	
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	-	116,924	155,500	331,000	175,500
8102	Overtime Pay	-	2,771	2,500	2,500	-
8113	Certification/ Edu. Pay	-	171	1,700	1,700	-
8114	Longevity Pay	-	1,563	1,400	3,100	1,700
8151	Payroll Tax	-	1,716	2,300	2,000	(300)
8152	Unemployment Tax	-	0	700	5,000	4,300
8153	Retirement (TMRS)	-	11,715	14,900	30,000	15,100
8155	Employee Group Insurance	-	32,498	49,300	44,000	(5,300)
8156	Worker's Comp. Insurance	-	7,613	6,800	10,000	3,200
TOTAL SALARY & BENEFITS		\$0	\$174,971	\$235,100	\$429,300	\$194,200
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8203	Building & Kitchen Supplies	-	492	-	-	-
8204	Fuel	-	1,413	15,000	15,000	-
8205	Safety Equipment & Supplies	-	3,015	700	700	-
8211	Small Tools	-	2,662	2,100	2,100	-
TOTAL SUPPLIES		\$0	\$7,583	\$17,800	\$17,800	\$0
<u>MAINTENANCE</u>						
8301	Building & Property Maint.	-	3,056	1,800	1,800	-
8302	Culvert Maintenance	-	19,526	27,300	27,300	-
8307	Vehicle Maintenance	-	18,502	6,400	6,400	-
TOTAL MAINTENANCE		\$0	\$41,084	\$35,500	\$35,500	\$0
<u>OPERATIONAL EXPENSES</u>						
8402	Travel & Training - Staff	-	5,843	800	800	-
8407	Comm. - Pagers & Phones	-	243	200	200	-
8417	Utilities	-	6,036	8,400	8,400	-
8421	Performance Incentive Prgm.	-	27	100	100	-
8438	Uniform Service	-	2,570	2,200	2,200	-
8450	Grant Expenditures	-	-	500,000	-	(500,000)
TOTAL OPERATIONAL EXPENSES		-	\$14,720	\$511,700	\$11,700	\$0
<u>CONTRACT SERVICES</u>						
8524	Professional Services	-	-	1,100	1,100	-
8527	Contract Services	-	471,620	23,500	100,000	76,500
8540	Phase II Stormwater Prgm.	-	654	5,200	5,200	-
8552	ROW/ Facilities Mowing	-	26,592	4,300	20,000	15,700
TOTAL CONTRACT SERVICES		\$0	\$498,865	\$34,100	\$126,300	\$92,200

ACCOUNT	ACCOUNT NAME	FY 17-18	FY 18-19	FY 18-19	FY 19-20	INCREASE/
		ACTUAL	PROJECTION	ORIGINAL BUDGET	BUDGET	(DECREASE)
<u>CAPITAL</u>						
01-8608-12-86	Drainage Projects	-	-	-	-	-
01-8660-12-86	Vehicle Acquisition	-	-	-	-	-
01-8662-12-86	Heavy Equip./Veh. Financing	-	-	-	162,000	162,000
TOTAL CAPITAL		\$0	\$0	\$0	\$162,000	\$0
TOTAL OTHER EXPENDITURES		\$0	\$562,252	\$599,100	\$353,300	\$92,200
DRAINAGE TOTAL		\$0	\$737,222	\$834,200	\$782,600	(\$51,600)

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
INFORMATION TECHNOLOGY: DEPARTMENT 13

DEPARTMENT MISSION & OVERVIEW

The Information Technology department is currently under the direction of the Criminal Investigation Division Captain for the Dickinson Police Department who works closely with the City's contract IT company. The Information Technology Department's mission is to ensure the effective and efficient use of available technology to carry out City functions and programs that will improve the service levels provided by the city.

EXPENDITURE SUMMARY	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19	FY 19-20 BUDGET	INCREASE/ (DECREASE)
			ORIGINAL BUDGET		
SUPPLIES	4,953	3,739	3,300	3,300	-
MAINTENANCE	234,336	256,507	288,200	289,300	1,100
OPERATIONAL EXPENSES	89,275	78,658	111,100	95,000	(16,100)
CONTRACT SERVICES	11,018	8,814	16,500	16,500	-
CAPITAL	6,336	1,069	19,000	56,000	37,000
TOTAL EXPENDITURES	\$345,919	\$348,787	\$438,100	\$460,100	\$22,000

WORKLOAD MEASURES	FY 2018	FY 2019	FY 2020
NUMBER OF EMPLOYEES SERVED	113	120	132
NUMBER OF COMPUTERS SUPPORTED	140	140	140
NUMBER OF REQUESTS FOR SERVICE	478	483	535

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
PERCENT OF SERVICE REQUESTS CLEARED	100%	100%	100%
PERCENT OF SYSTEM RELIABILITY	100%	100%	100%
NUMBER OF COMPUTERS SUPPORTED PER FTE	1	1	1

ACHIEVEMENTS FOR CURRENT FISCAL YEAR 2018-2019

- * Replaced 8 computer workstations in the Municipal Court with the use of the Court Technology fund.
- * Migrated the Public Works Department, Bayou Animal Services, and the Historic Railroad center to the PS Lightwave fiber circuit for Internet access and connectivity to the City's network.
- * Purchased and installed a new server for storing law enforcement crime scene photos and video evidence.
- * Increased the cloud backup system to accommodate the additional storage needs for City data.
- * Installed the Belarc software to monitor the inventory and installed programs on all city-owned computers.
- * Updated all Microsoft E3 Email user workstation to the latest Microsoft Office 365 productivity software.

OBJECTIVES FOR FY 2019-2020

- * Replace workstations in the Police Station to models that run the Windows 10 Operating System to be in compliance with Criminal Justice Information Systems (CJIS) mandates.
- * Work with all departments to continue scanning City documents in the LaserFiche system.
- * Continue to follow computer the workstation replacement plan for computers over 3 years old.
- * Provide extended customer support to end-users on the City's network.

CITY OF DICKINSON
FY 209-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
INFORMATION TECHNOLOGY: DEPARTMENT 13

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
OTHER EXPENDITURES						
SUPPLIES						
8210	Office Supplies & Postage	-	-	-	-	-
8222	Computer Supplies	4,953	3,739	3,300	3,300	-
TOTAL SUPPLIES		\$4,953	\$3,739	\$3,300	\$3,300	\$0
MAINTENANCE						
8304	Software Service Contracts	162,928	178,380	200,900	202,000	1,100
8309	Computer & Network Maintenance	71,152	70,544	81,900	81,900	-
8310	Library Computer & Network Maintenance	257	7,583	5,400	5,400	-
TOTAL MAINTENANCE		\$234,336	\$256,507	\$288,200	\$289,300	\$1,100
OPERATIONAL EXPENSES						
8407	Communications - Pagers & Phones	89,275	78,658	111,100	95,000	(16,100)
TOTAL OPERATIONAL EXPENSES		\$89,275	\$78,658	\$111,100	\$95,000	(\$16,100)
CONTRACT SERVICES						
8530	Copier/Postage Rental Contract	11,018	8,814	16,500	16,500	-
TOTAL CONTRACT SERVICES		\$11,018	\$8,814	\$16,500	\$16,500	\$0
CAPITAL						
01-8600-13-86	Computer Equipment	-	-	6,000	6,000	-
01-8603-13-86	Computer Workstations	6,336	1,069	13,000	50,000	37,000
TOTAL CAPITAL		\$6,336	\$1,069	\$19,000	\$56,000	\$37,000
DEPARTMENT TOTAL		\$345,919	\$348,787	\$438,100	\$460,100	\$22,000

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
LIBRARY: DEPARTMENT 15

DEPARTMENT MISSION & OVERVIEW

Dickinson Public Library provides free and open access to information in order to develop and informed community. The Library is composed of the Library Director, an Assistant Library Director, a Youth/IT Librarian, a Catalog/Processing Librarian and Library Assistants.

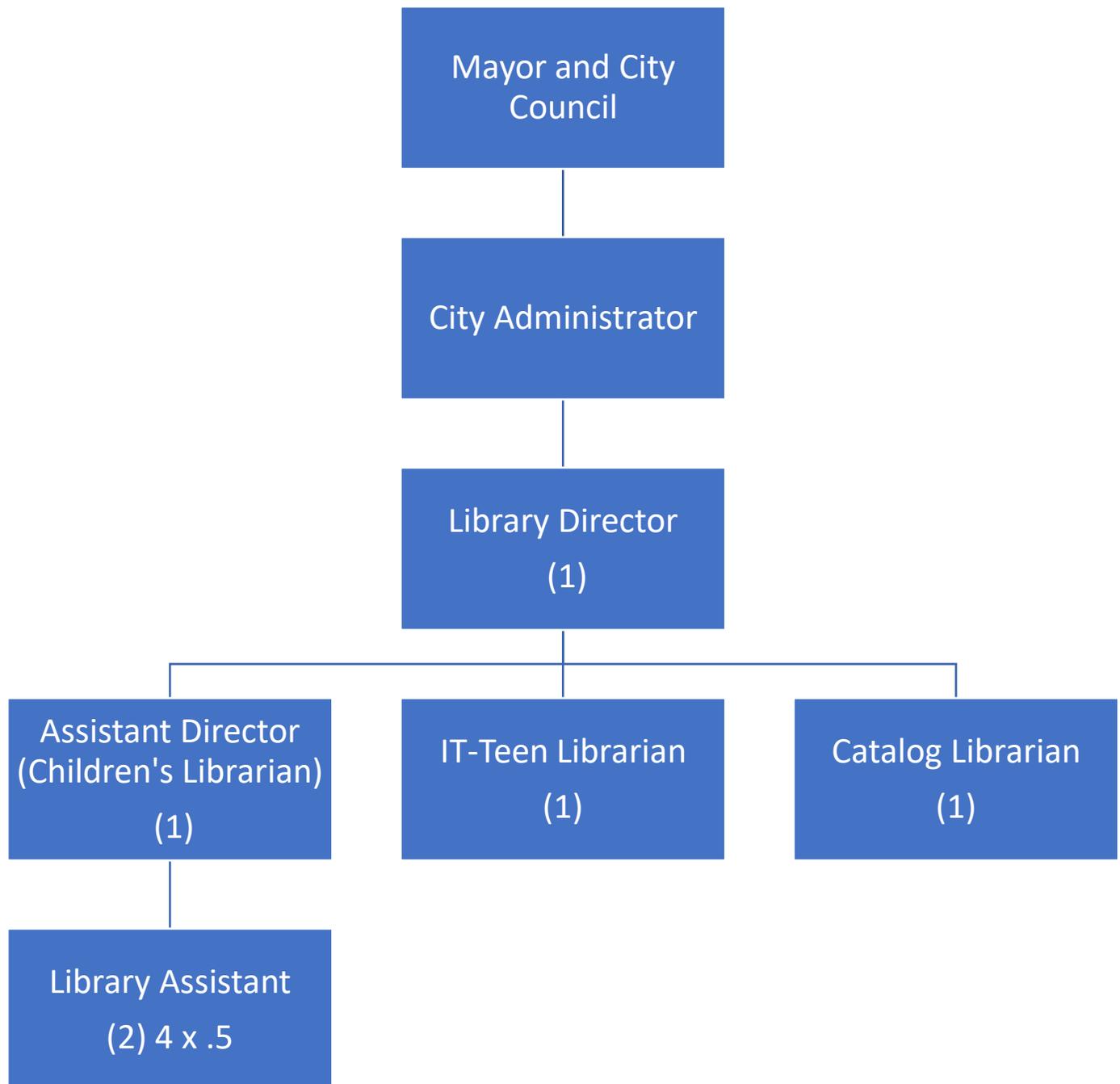
PERSONNEL COUNTS	FY 17-18	FY 18-19	FY 19-20
	ACTUAL	ORIGINAL BUDGET	BUDGET
Library Director	1.0	1.0	1.0
Assistant Library Director	1.0	1.0	1.0
Librarian (Catalog/Processing)	1.0	1.0	1.0
Youth/ IT Librarian	1.0	1.0	1.0
Library Assistant	2.0	2.0	2.0
TOTAL FTE	6.0	6.0	6.0

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
TOTAL PROGRAMS	306	362	380
TOTAL PARTICIPANTS	5,202	6,598	6,928
TOTAL CIRCULATIONS	36,331	34,185	35,894
TOTAL VISITS	46,980	46,916	49,261

General Fund

FTE = 6

Library -15



CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES AND EXPENDITURES
LIBRARY: DEPARTMENT 15

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
REVENUE					
Library Fines & Fees	12,525	8,320	14,200	14,200	-
TOTAL REVENUE	\$12,525	\$8,320	\$14,200	\$14,200	\$0
EXPENDITURE SUMMARY					
SALARY & BENEFITS	284,240	247,752	343,800	342,850	(950)
SUPPLIES	8,775	28,174	20,900	25,200	4,300
MAINTENANCE	3,981	8,865	11,400	11,400	-
OPERATIONAL EXPENSES	29,833	20,359	43,000	38,900	(4,100)
CAPITAL EXPENSE	-	401	-	1,200	1,200
TOTAL EXPENDITURES	\$326,828	\$305,551	419,100	\$419,550	(\$750)
DEPARTMENT NET	(\$314,303)	(\$297,231)	(\$404,900)	(\$405,350)	\$750

ACHIEVEMENTS FOR CURRENT FISCAL YEAR 2018-2019

* Edge Assessment completed providing the Library with Standards for technology services and programming, and the tools to help the library measure and implement change.

* Made 4 new partnerships with Dickinson ISD, Edward Jones, Galveston Bay Foundation, and Pregnancy & Parenting Support Centers of Galveston County.

* Increased self-service options with Envisionware scanner, fax, and copier.

* Launched the Teen Advisory Group (TAG) and a Teen Study Hall program.

* Summer Reading Program reached a record-breaking number of participants.

* Continuation Grant was awarded from TSLAC to continue and enhance our STREAM program at the Library along with the ability to do outreach to area schools

*Secured over \$3,00 in support of the Coding Club program and the Children's Department to prepare for Summer Reading program

*Added a Juvenile Graphic Novel Collection to the Juvenile department in the Library.

MAJOR GOALS FOR FY 2019-2020

* Building onto the current programming and available library materials to provide opportunities and space for enrichment, interaction, community engagement, education, and entertainment.

* Make access to the library's materials, services, and programming easier within the community.

* Make more advances in applying new technologies to the library.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND REVENUES AND EXPENDITURES
LIBRARY: DEPARTMENT 15

OBJECTIVES FOR FY 2019-2020

- * Purchase 4 Tween/ Teen Computers and Computer Stations
- * Add more STEM materials to promote engagement and education.
- * Launch "1,000 Books Before Kindergarten" program.
- * Provide more online resources, tutorial videos, and awareness of offerings via a larger social media presence.
- * Look into the need to extend the operating hours to make access to the library more convenient for the community.
- * Connect with community partners to market the programs of services the library provides to the community.
- * Become more compliant with handicap accessibility throughout the library and provide more services, technology access and programming.
- * Update 2 more computers to have a full Adobe licensing so patrons can fill out forms and use digital signatures.
- * Purchase specialized software for screen reading and screen magnifiers to assist visually impaired patrons.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
LIBRARY: DEPARTMENT 15

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>SALARY & BENEFITS</u>						
8101	Salary & Wages	143,606	125,013	202,000	206,500	4,500
8102	Overtime Pay	-	-	-	-	-
8103	Natural Disaster Pay	-	-	-	-	-
8104	PTE Base Salary	78,849	73,446	69,500	67,000	(2,500)
8110	Cell Phone Allowance	-	-	-	1,450	1,450
8113	Certification/Education Pay	85	125	100	2,000	1,900
8114	Longevity Pay	780	1,128	1,100	1,400	300
8150	FICA Tax	1,891	2,187	-	3,300	3,300
8151	Payroll Tax	3,223	2,788	4,000	3,700	(300)
8152	Unemployment Tax	1,220	108	1,400	1,500	100
8153	Retirement (TMRS)	18,475	15,201	25,100	18,500	(6,600)
8155	Employee Group Insurance	35,693	27,207	40,100	36,000	(4,100)
8156	Worker's Compensation Insurance	417	550	500	1,500	1,000
TOTAL SALARY & BENEFITS		\$284,240	\$247,752	\$343,800	\$342,850	(\$950)
<u>OTHER EXPENDITURES</u>						
<u>SUPPLIES</u>						
8203	Building & Kitchen Supplies	-	463	-	-	-
8210	Office Supplies & Postage	7,470	10,874	9,600	10,000	400
8211	Summer Reading Program	576	269	1,200	1,200	-
8212	Materials Processing Supplies	685	3,171	3,200	2,500	(700)
8223	Collection Development	-	7,931	6,900	4,000	(2,900)
8224	Adult Programming	-	854	-	-	-
8225	Youth Programming	45	4,612	-	7,500	7,500
TOTAL SUPPLIES		\$8,775	\$28,174	\$20,900	\$25,200	\$4,300
<u>MAINTENANCE</u>						
8301	Building & Property Maintenance	3,981	8,865	11,400	11,400	0
TOTAL MAINTENANCE		\$3,981	\$8,865	\$11,400	\$11,400	\$0
<u>OPERATIONAL EXPENSES</u>						
8401	Advertising Legal Notices	-	-	-	400	400
8402	Travel & Training - Staff	-	2,174	1,600	2,000	400
8403	Dues/Subscriptions/Books	749	2,102	600	1,500	900
8407	Communication-Telephones	-	330	-	-	-
8417	Utilities - Gas, Electric & Water	29,084	15,752	40,800	35,000	(5,800)
TOTAL OPERATIONAL		\$29,833	\$20,359	\$43,000	\$38,900	(\$4,100)
<u>CAPITAL EXPENSE</u>						
01-8604-15-86	Furniture & Equipment	-	401	-	1,200	1,200
TOTAL PROPERTY & EQUIPMENT		\$0	\$401	\$0	\$1,200	\$1,200
TOTAL OTHER EXPENDITURES		\$42,589	\$57,799	\$75,300	\$76,700	\$1,400
TOTAL DEPARTMENT EXPENDITURES		\$326,828	\$305,551	\$419,100	\$419,550	\$450

CITY OF DICKINSON
FY 2019-2020 RECOMMENDED BUDGET
EMERGENCY MEDICAL SERVICES: DEPARTMENT 17

DEPARTMENT MISSION & OVERVIEW

Dickinson's Emergency Medical Services (EMS) goal is to enhance the quality of life of all those we serve. The highly trained and skilled first responders respond in a safe and timely manner while being compassionate to those they serve and utilize the best available equipment to correct or neutralize any situation of those in need. The EMS will continue to aggressively plan and prepare for the emergency needs of the community and strives to prevent the need for emergency services through education and community interaction. Our first responders are committed to exceeding the needs and expectations of the community.

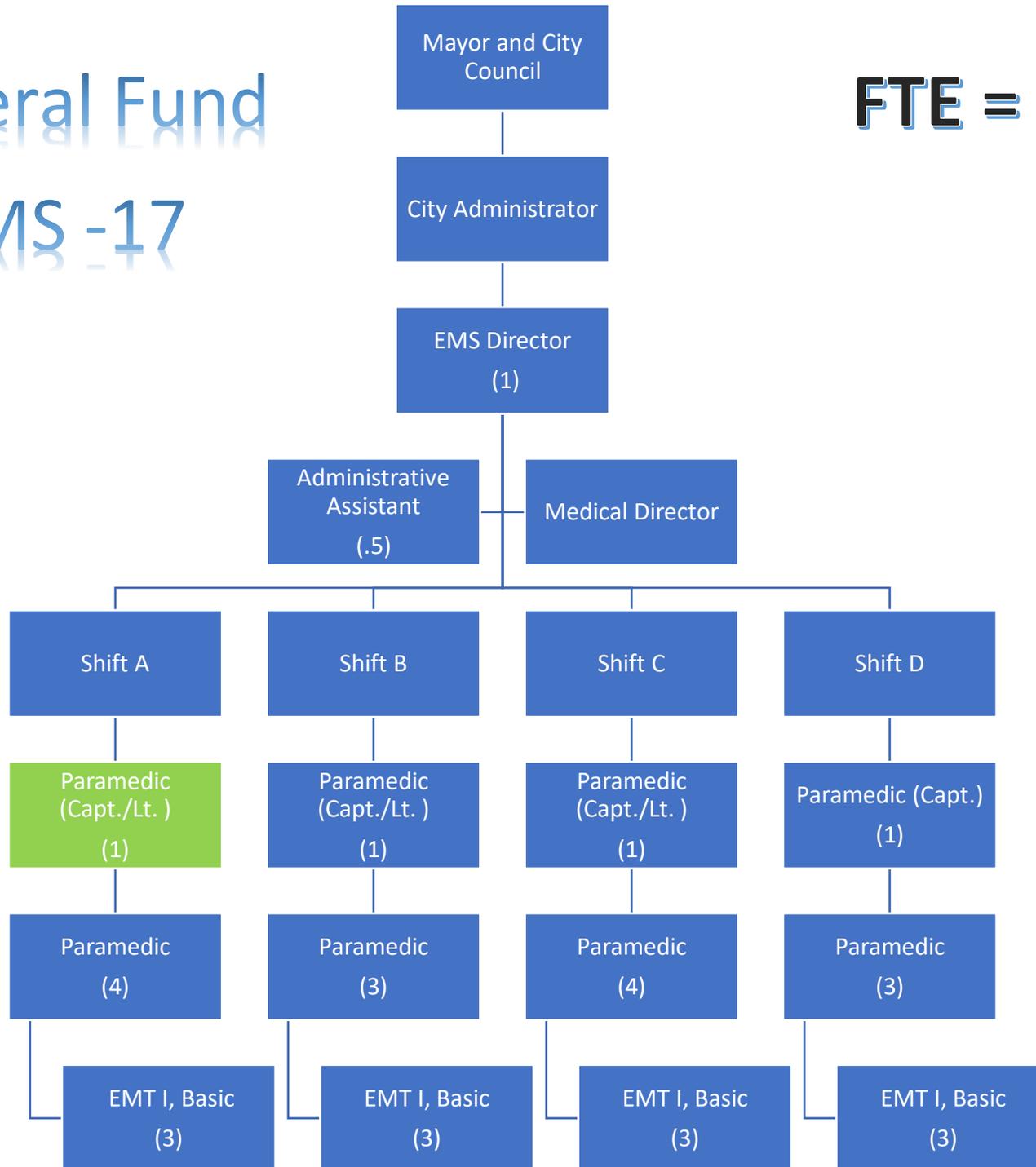
PERSONNEL COUNTS	FY 17-18	FY 18-19	FY 19-20
	ACTUAL	ORIGINAL BUDGET	BUDGET
EMS Director	1.0	1.0	1.0
Captain	0.0	0.0	1.5
Lieutenant	0.0	0.0	3.5
Administrative Assistant-EMS	0.5	0.5	0.5
Paramedic	14.0	14.0	7.5
EMT-Intermediate	0.5	0.5	0.5
EMT-Basic	4.0	4.0	1.5
TOTAL FTE	20.0	20.0	22.0

WORKLOAD MEASURES	FY 2018	FY 2019	FY 2020
NUMBER OF CALLS	2,025	2,170	2,230
NUMBER OF PATIENTS TRANSPORTED	1,051	1,155	1,195
NUMBER OF PUBLIC EDUCATION PROGRAMS PROVIDED	10	25	15

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
RESPONSE TIME TO SCENE OF 8 MINUTES OR LESS	72%	76%	78%
RESPONSE PROVIDED BY MUTUAL AID	13%	13%	12%
AVERAGE TOTAL TIME UNIT OUT OF SERVICE ON CALLS PER MONTH	38.19 HRS	40.52 HRS	42.70 HRS

General Fund EMS -17

FTE = 22



**CITY OF DICKINSON
 FY 2019-2020 ORIGINAL BUDGET
 EMERGENCY MEDICAL SERVICES: DEPARTMENT 17**

	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
<u>REVENUE</u>					
PERMITS	-	-	1,500	1,500	-
FEES	162,000	113,400	162,000	162,000	-
AMBULANCE SERVICE CHARGES	367,544	331,169	446,000	446,000	-
TEXAS HHSC REIMBURSTMENT	124,917	-	142,400	142,400	-
AMBULANCE DHS FOOTBALL	2,250	2,250	2,300	2,400	100
TOTAL REVENUES	\$656,711	\$446,819	\$754,200	\$754,300	\$100
<u>EXPENDITURE SUMMARY</u>					
SALARY & BENEFITS	828,395	745,149	807,600	945,600	138,000
SUPPLIES	52,484	37,822	48,300	55,200	6,900
MAINTENANCE	38,770	44,165	42,200	42,200	-
OPERATIONAL EXPENSES	40,105	30,791	42,900	44,900	2,000
CONTRACT SERVICES	67,710	45,934	63,800	63,800	-
CAPITAL EXPENSE	\$1,015	\$698	-	\$250,000	250,000
INSURANCE	3,007	-	-	-	-
TOTAL EXPENDITURES	\$1,031,487	\$904,559	\$1,004,800	\$1,401,700	\$396,900
DEPARTMENT NET	(\$374,776)	(\$457,739)	(\$250,600)	(\$647,400)	(\$396,800)

ACHIEVEMENTS FOR CURRENT FY 2018-2019

- * Completed Stop the Bleed Training for all Dickinson ISD staff.
- * Placed bleeding control kits at all Dickinson ISD campuses & City owned buildings.
- * Participated in the 1st annual Stop the Bleed Day.
- * Worked with PD to implement and train staff for the new Officer Naloxone Program.

MAJOR GOALS FOR FY 2019-2020

- * Continue the Processes and reporting necessary for the City to receive reimbursements through the Texas Ambulance Services Supplemental Payment Program through Texas Health and Human Services Commission.
- * Work with City departments on scheduling training courses such as Stop the Bleed, CPR and etc.
- * Transfer of records to electronic format.
- * Maintain an emergency response time of 8 minutes or less.
- * Implement a public hands only cpr course.
- * Continue to work with DVFD on training classes and information.
- * Increase in-house and external training for staff and leadership.

OBJECTIVES FOR FY 2019-2020

- * Monitoring of monthly reimbursements and charity cases.
- * Work with department heads to schedule training courses for staff.
- * Work closely with the City Secretary to transfer a minimum of 25% of the Department's records into electronic format.
- * Continue to monitor response times and encounters to ensure quality of response and service provided.
- * Begin collecting course information and instructional materials for Hands Only CPR class.
- * Implement in-house CEU program and attendance to leadership improvement classes.
- * Continue to monitor results and outcomes of DPD Officer Naloxone Program.

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
EMERGENCY MEDICAL SERVICES: DEPARTMENT 17

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTED	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARIES & BENEFITS						
8101	FTE Base Salary	218,887	177,198	216,700	329,000	112,300
8102	Overtime Pay	103,807	109,170	90,000	95,000	5,000
8103	Natural Disaster Pay	-	-	-	-	-
8104	PTE Base Salary	360,516	334,286	367,600	381,000	13,400
8113	Certification/Education Pay	5,639	4,423	7,600	7,600	-
8114	Longevity Pay	1,350	1,236	900	2,200	1,300
8150	FICA Tax	12,356	8,296	15,900	24,000	8,100
8151	Payroll Tax	9,589	8,557	9,900	10,500	600
8152	Unemployment Tax	5,045	477	4,400	4,300	(100)
8153	Retirement (TMRS)	53,380	46,216	39,200	30,000	(9,200)
8155	Employee Group Insurance	42,815	35,103	40,200	36,000	(4,200)
8156	Worker's Compensation Insurance	15,012	20,186	15,200	26,000	10,800
TOTAL SALARIES & BENEFITS		\$828,395	\$745,149	\$807,600	\$945,600	\$138,000
OTHER EXPENDITURES						
SUPPLIES						
8203	Building & Office Supplies	-	435	-	-	-
8204	Fuel	13,078	60	15,000	15,000	-
8206	Supplies - EMS	36,120	34,976	30,700	35,300	4,600
8210	Office Supplies & Postage	1,090	153	900	900	-
8213	Uniform & Apparel	2,195	2,197	1,700	4,000	2,300
TOTAL SUPPLIES		\$52,484	\$37,822	\$48,300	\$55,200	\$6,900
MAINTENANCE						
8301	Building & Property Maintenance	20,135	22,488	22,900	22,900	-
8304	Service Contract - Radios	4,568	5,518	5,200	5,200	-
8307	Vehicle Maintenance	14,067	16,159	14,100	14,100	-
TOTAL MAINTENANCE		\$38,770	\$44,165	\$42,200	\$42,200	\$0
OPERATIONAL EXPENSES						
8402	Travel & Training	2,376	1,314	2,000	4,000	2,000
8403	Dues/Subscriptions/Books	9,067	11,494	4,300	4,300	-
8407	Communications - Pages & Phones	7,312	5,457	6,500	6,500	-
8417	Utilities	20,082	11,798	28,900	28,900	-
8424	EMS- DISD Services	1,268	729	1,200	1,200	-
TOTAL OPERATION EXPENSES		\$40,105	\$30,791	\$42,900	\$44,900	\$2,000
CONTRACT SERVICES						
8527	Contractual Services	10,800	9,720	10,800	10,800	-
8541	EMS Patient Billing	56,910	36,214	53,000	53,000	-
TOTAL CONTRACT SERVICES		\$67,710	\$45,934	\$63,800	\$63,800	\$0
CAPITAL EXPENSES						
01-8605-17-86	Emergency Equipment	-	-	-	45,000	45,000
01-8604-17-86	Furniture & Equipment	1,015	698	-	-	-
01-8660-17-86	Vehicle Acquisition	-	-	-	205,000	205,000
TOTAL CAPITAL EXPENSES		\$1,015	\$698	\$0	\$250,000	\$250,000
INSURANCE						
8709	Public Official Insurance	3,007	-	-	-	-
TOTAL INSURANCE		\$3,007	\$0	\$0	\$0	\$0
TOTAL OTHER EXPENDITURES		\$203,091	\$159,410	\$197,200	\$456,100	\$258,900
TOTAL DEPARTMENT EXPENDITURES		\$1,031,487	\$904,559	\$1,004,800	\$1,401,700	\$396,900

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
GENERAL FUND EXPENDITURES
CONTRACTUAL & GOVERNMENT-WIDE SERVICES: DEPARTMENT 18

DEPARTMENT MISSION & OVERVIEW

The Contractual and Government-Wide Services Department determines budget and accounts for expenditures given to all departments of the City, and the overall service provision offered by the City. Expenditures of this fund include animal control and sheltering services, annual legal services retained by the city, real and personal property insurance, and payments made to other units of government that provide services to the City of Dickinson through an established contract.

EXPENDITURE SUMMARY	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
SALARY & EXPENSES	-	-	300,000	-	(300,000)
MAINTENANCE	33,532	37,422	40,000	40,000	-
CONTRACT SERVICES	4,932,470	420,681	560,600	669,920	109,320
CAPITAL EXPENSES	\$16,151	-	1,000,000	-	-
INSURANCE	221,687	222,110	228,900	229,200	300
TOTAL EXPENDITURES	\$5,203,840	\$680,213	\$2,129,500	\$939,120	(\$1,190,380)

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CITY OF DICKINSON
FY 2019-2020
GENERAL FUND EXPENDITURES
CONTRACTUAL & GOVERNMENT-WIDE SERVICES: DEPARTMENT 18

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
TOTAL SALARY		\$0	\$0	\$300,000	\$0	(\$300,000)
OTHER EXPENDITURES						
MAINTENANCE						
8300	Building Alarm & Access Services	33,532	37,422	40,000	40,000	-
TOTAL MAINTENANCE		\$33,532	\$37,422	\$40,000	\$40,000	\$0
CONTRACT SERVICES						
8501	Finance & Audit	30,379	33,798	50,000	42,000	(8,000)
8502	Animal Control	151,506	81,480	157,700	146,800	(10,900)
8510	DVFD Services	174,843	89,942	99,900	99,900	-
8501-1	DVFD - Pension Contribution	29,896	600	34,000	34,000	-
8510-2	DVFD - Fuel	9,370	563	9,000	9,000	-
8510-3	DVFD - Contract Employee	13,000	11,700	13,000	13,000	-
8511	Document/Records Storage	4,276	5,789	5,500	5,500	-
8512	Janitorial Services Contract	21,096	21,096	20,500	22,000	1,500
8515	Legal Fees	277,024	143,410	131,500	150,000	18,500
8520	Tax Appraisal	32,184	29,373	37,000	35,220	(1,780)
8521	Tax Collection	2,398	2,392	2,500	2,500	-
8527	Contract Services	2,100	-	-	110,000	110,000
8543	380 Grant Payments	4,164,828	-	-	-	-
8557	Legislative Representation Services	19,569	538	-	-	-
TOTAL CONTRACT SERVICES		\$4,932,470	\$420,681	\$560,600	\$669,920	\$109,320
CAPITAL EXPENSES						
01-8450-18-00	Grant Expenditures	16,151	-	1,000,000	-	(1,000,000)
TOTAL CAPITAL		\$16,151	\$0	\$1,000,000	\$0	(\$1,000,000)
INSURANCE						
8704	Vehicle Insurance	65,640	59,500	59,100	60,000	900
9708	Property Insurance - Real/Personal	150,978	158,000	154,100	160,000	5,900
8709	Public Officials E&O Insurance	3,906	4,610	14,500	8,000	(6,500)
8711	Employee Bond	1,163	-	1,200	1,200	-
TOTAL INSURANCE		\$221,687	\$222,110	\$228,900	\$229,200	\$300
TOTAL OTHER EXPENDITURES		\$5,203,840	\$680,213	\$1,829,500	\$939,120	(\$890,380)
DEPARTMENT TOTAL		\$5,203,840	\$680,213	\$2,129,500	\$939,120	(\$1,190,380)

**CITY OF DICKINSON
 FY 2019-2020 RECOMMENDED BUDGET
 GENERAL FUND EXPENDITURES
 TRANSFFTERS: DEPT 89**

THE FOLLOWING TRANSFERS ARE BUDGETED:

* THE TRANSFER TO THE VOCA GRANT COVER THE CITY'S MATCH.

ACCOUNT	ACCOUNT NAME	FY 17-18	FY 18-19	FY 18-19	FY 19-20	INCREASE/ (DECREASE)
		ACTUAL	PROJECTION	ORIGINAL BUDGET	BUDGET	
<u>TRANSFERS</u>						
8916	VOCA Grant Fund	16,151	23,800	23,800	31,610	
	Street Maintenance Fund	-	-	-	-	
TOTAL TRANSFERS		\$16,151	\$23,800	\$23,800	\$31,610	\$0

CITY OF DICKINSON
FY 2019-2020 RECOMMENDED BUDGET
DEBT SERVICE FUND: FUND 02

The Debt Service Fund is the mechanism through which the City of Dickinson accumulates resources for the payment of interest and principal on its long-term debts.

The Debt Service Fund receives the majority of its revenues through current property tax assessments collected through the Interest and Sinking (I&S) tax rate. This portion of the tax rate is typically equal to the tax rate that, when applied to total assessed value, provides revenue equal to the debt service payment. The City has no legal debt limits.

In addition to current property tax revenues, the Debt Service Fund also receives delinquent tax payments and penalties and interest on those delinquent payments, as well as contractual payments from Galveston County Water Control Improvement District No. 1 ("WCID) and the Dickinson Economic Development Corporation ("DEDC") for those entities' share of the debt.

DEBT SERVICE SCHEDULE

Fiscal Year	2009 CO's		2009 GOs		2014 GO's		TOTAL
	Principal	Interest	Principal	Interest	Principal	Interest	
2020		50,695	115,000	57,765	525,000	116,575	865,035
2021		50,695	35,000	54,465	540,000	105,250	785,410
2022		50,695	30,000	53,035	565,000	92,819	791,549
2023		50,695	25,000	51,825	585,000	79,881	792,401
2024		50,695	25,000	50,725	600,000	65,050	791,470
2025		50,695		50,175	620,000	48,275	769,145
2026		50,695		50,175	645,000	30,075	775,945
2027		50,695		50,175	680,000	10,200	791,070
2028	325,000	43,058	340,000	42,185			750,243
2029	350,000	27,020	350,000	25,795			752,815
2030	380,000	9,310	355,000	8,698			753,008
TOTAL	\$1,055,000	\$484,948	\$1,275,000	\$495,018	\$4,760,000	\$548,125	\$8,618,090

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
DEBT SERVICE FUND: FUND 02

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$26	\$93,726	\$93,726	\$68,319	
REVENUE						
PROPERTY TAXES						
7101	Current Property Tax	773,713	670,000	688,100	688,100	-
7102	Delinquent Property Tax	24,112	12,000	17,000	17,000	-
7103	Penalty & Interest on Delinquent Tax	12,042	6,000	9,000	9,000	-
TOTAL PROPERTY TAXES		\$809,867	\$688,000	\$714,100	\$714,100	\$0
FINANCING & INTEREST INCOME						
7621	Interest Income	492	1,548	1,000	1,000	-
TOTAL FINANCING & INTEREST INCOME		\$492	\$1,548	\$1,000	\$1,000	\$0
TRANSFERS & OTHER CONTRIBUTIONS						
7726	DEDC Contribution	66,805	69,380	69,380	67,380	(2,000)
7727	WCID #1 Contribution	86,964	86,965	86,965	87,000	35
7724	Transfer from GF Reserve	-	-	-	-	-
TOTAL CONTRIBUTIONS		\$153,769	\$156,345	\$156,345	\$154,380	(\$1,965)
TOTAL REVENUE		\$964,128	\$845,893	\$871,445	\$869,480	(\$1,965)
TOTAL FUNDS AVAILABLE FOR APPROPRIATION		\$964,154	\$939,619	\$965,171	\$937,799	
EXPENDITURES						
ISSUE COSTS & COTINUING DISCLOSURE						
8525	Issue Costs & Continuing Disclosure	5,750	6,000	6,000	6,000	-
TOTAL ISSUE COSTS & COTINUING DISCLOSURE		\$5,750	\$6,000	\$6,000	\$6,000	\$0
PRINCIPAL						
8920	2009 GO Refund., Principal	110,000	115,000	115,000	115,000	-
8923	2014 GO Refund., Principal	500,000	510,000	510,000	525,000	15,000
TOTAL PRINCIPAL		\$610,000	\$625,000	\$625,000	\$640,000	\$15,000
INTEREST & ISSUE COSTS						
8917	2009 GO Refund., Interest	50,695	62,600	62,600	57,780	(4,820)
8921	2009 CO's, Interest	66,958	50,700	50,700	50,700	-
8924	2014 GO Refund., Interest	137,025	127,000	127,000	116,580	(10,420)
TOTAL INTEREST & ISSUE COSTS		\$254,678	\$240,300	\$240,300	\$225,060	(\$15,240)
TOTAL EXPENDITURES		\$870,428	\$871,300	\$871,300	\$871,060	(\$240)
ENDING FUND BALANCE		\$93,726	\$68,319	\$93,871	\$66,739	
25% AS REQUIRED BY FINANCIAL POLICY		\$217,607	\$217,825	\$217,825	\$217,765	
AVAILABLE FUNDS FOR APPROPRIATION		11%	8%	11%	8%	

CITY OF DICKINSON
FY 2018-2019 RECOMMENDED BUDGET-UPDATED 8/21/18
MUNICIPAL DRAINAGE UTILITY FUND: FUND 06

The Municipal Drainage Utility Fund (MDUF) accounts for revenues and expenditures related to the maintenance of the City's drainage infrastructure and related capital projects. The MDUF revenues are collected through residential and commercial drainage fees assessed each month on households, multi-family complexes, and commercial establishments in the City. Expenditures for the MDUF consist of staffing costs for the drainage crew, operating and capital expenditures and individual drainage projects in a given fiscal year.

City Council has implemented a policy to maintain a Fund balance of 25% of the operating expenditures; the current Fund balance far exceeds this policy due to the number of drainage projects that have increased per the Multi-Year Financial Plan.

* Fee has been removed as of 2019

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
MUNICIPAL DRAINAGE UTILITY FUND: FUND 06

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
REVENUE						
<u>DELINQUENT DRAINAGE FEES</u>						
06-7010-00-00	DLQ Residential	10,671		-	-	-
06-7011-00-00	DLQ Commercial	8,840		-	-	-
06-7012-00-00	DLQ Multi-Family/ MH	4,581		-	-	-
06-7102-00-00	Delinquent PY Collect	20		-	-	-
TOTAL DELINQUENT DRAINAGE FEES		\$24,112		\$0	\$0	\$0
<u>DEFERRED REVENUE FROM PRIOR YEAR</u>						
06-7102-00-00	DELINQUENT DRAINAGE FEES	20		-	-	-
TOTAL DEFERRED REVENUE		\$20		\$0	\$0	\$0
06-7110-00-00	Resident Drainage Assessment	144,969		-	-	-
06-7111-00-00	Commercial Drainage Assessment	34,710		-	-	-
06-7112-00-00	Multi. Family/ MH Drainage Assesment	3,638		-	-	-
TOTAL REVENUE		\$231,581		\$0	\$0	\$0
EXPENDITURES						
<u>SALARIES & BENEFITS</u>						
06-8101-14-00	Salaries & Wages	105,624		-	-	-
06-8102-14-00	Overtime Pay	1,726		-	-	-
06-8113-14-00	Certification/Education Pay	184		-	-	-
06-8114-14-00	Longevity Pay	1,025		-	-	-
06-8151-14-00	Payroll Tax	1,543		-	-	-
06-8152-14-00	Unemployment Tax	540		-	-	-
06-8153-14-00	Retirement (TMRS)	10,384		-	-	-
06-8155-14-00	Employee Group Insurance	31,089		-	-	-
06-8156-14-00	Worker's Compensation Insurance	5,516		-	-	-
TOTAL SALARIES & BENEFITS		\$157,631	\$0	\$0	\$0	\$0
<u>OTHER EXPENDITURES</u>						
06-8204-14-00	Fuel	6,686		-	-	-
06-8205-14-00	Safety Supplies	672		-	-	-
06-8211-14-00	Supplies & Small Tools	2,873		-	-	-
06-8301-14-00	Building & Property Maintenance	1,504		-	-	-
06-8302-14-00	Drainage, Culvert & Drive Maintenance	37,618		-	-	-
06-8307-14-00	Vehicle & Equipment Maintenance	7,976		-	-	-
06-8407-14-00	Communications - Phones	304		-	-	-
06-8409-14-00	Shortage/Overage	(792)		-	-	-
06-8417-14-00	Utilities - Electricity	9,429		-	-	-
06-8421-14-00	Performance Incentive Program	256		-	-	-
06-8438-14-00	Uniform Service Contract	3,512		-	-	-
06-8518-14-00	Drainage Billing Services	18,248		-	-	-
06-8524-14-00	Professional Services - Engineering & Surveying	1,184		-	-	-
06-8527-14-00	Contractual Services - Labor	43,842		-	-	-
06-8540-14-00	Phase II Storm Water Program	545		-	-	-
06-8708-14-00	Property Insurance - Real & Personal	15		-	-	-
TOTAL OTHER EXPENDITURES		\$133,870	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES		\$291,501	\$0	\$0	\$0	\$0
REVENUE - EXPENDITURES		(\$59,919)	\$0	\$0	\$0	\$0
BEGINNING FUND BALANCE				334,991		
ENDING FUND BALANCE				\$334,991		

CITY OF DICKINSON
FY 2018-2019 ORIGINAL BUDGET
STREET MAINTENANCE SALES TAX FUND: FUND 08

The Street Maintenance Sales Tax Fund is the fund in which a portion of sales tax revenues collected by the City are dedicated solely to the maintenance and repair of existing City streets. After approval by the voters in May of 2011 and starting in FY 2012, the City has dedicated 0.25 cents of its 1.5 cents sales tax directly into the Street Maintenance Sales Tax Fund. Expenditures out of the Fund are driven by the City's Street Prioritization Program, which guides City Council

PERSONNEL COUNT	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Public Works Director	-	-	1.0
Public Works Inspector	-	-	1.0
Street Foreman	-	-	1.0
Heavy Equipment Operator	-	-	1.0
Light Equipment Operator	-	-	5.0
Laborer	-	-	2.0
TOTAL FTE	0.0	0.0	11.0

PERFORMANCE MEASURES	FY 2018	FY 2019	FY 2020
SIGNS REPLACED	0	600	
LARGE STREET REPAIRS	0	50	
MILL AND OVERLAY OF STREET	0	6,000 LINEAL FT	

ACHIEVEMENTS FOR CURRENT FY 2018-2019

- * Changed the method of erecting signage to make signs more stable

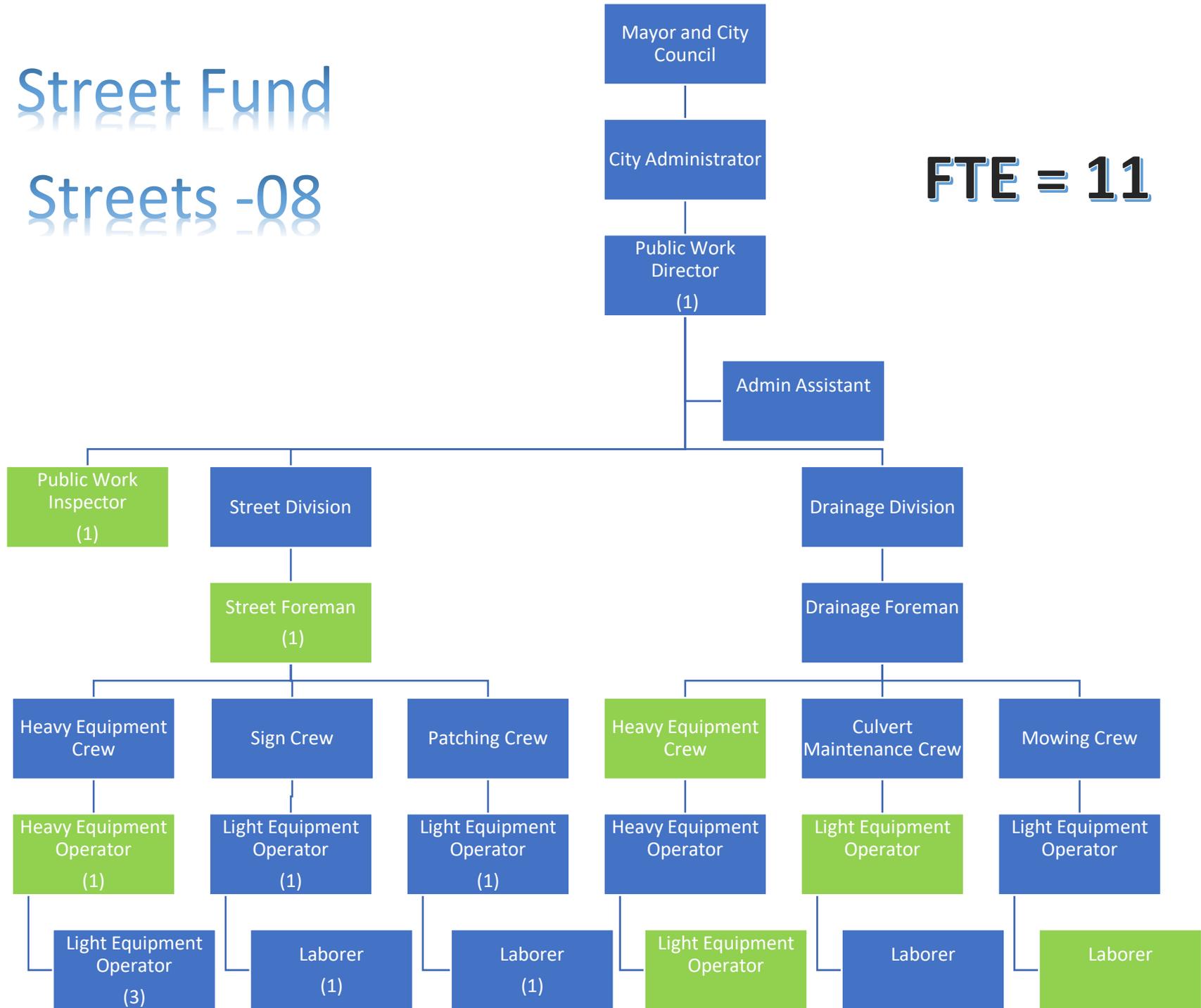
MAJOR GOALS IN FY 2019-2020

- * Maintain the number of potholes repaired.
- * Increase the number of large street repairs by 20%.
- * Increase the number of large street repairs by 20%.
- * Increase the number of signs replaced by 20%.
- * Sweep all curb and gutter streets at least 4 times over the year.

Street Fund

Streets -08

FTE = 11



CITY OF DICKINSON
FY 2018-2019 ORIGINAL BUDGET
STREET MAINTENANCE SALES TAX FUND: FUND 08

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
RESTRICTED FUND BALANCE		\$500,000	\$500,000	\$500,000	\$500,000	
BEGINNING FUND BALANCE		\$1,890,747	\$2,250,752	\$2,250,752	\$2,640,961	
REVENUE						
08-7001-00-00	Sales Tax Revenue	1,764,172	1,000,907	1,711,209	1,500,450	(210,759)
08-7724-00-00	Trsfr from GF	-	-	-	-	-
08-7755-00-00	Grant Proceeds	-	570	1,000,000	-	(1,000,000)
08-7621-00-00	Interest Income	7,618	7,794	5,000	5,000	-
08-7728-00-00	Transfer from DMD #1	-	-	-	100,000	100,000
TOTAL REVENUES		\$1,771,790	\$1,009,270	\$2,716,209	\$1,605,450	(\$1,110,759)
TOTAL FUNDS AVAILABLE FOR APPROPRIATION		\$3,662,537	\$3,260,022	\$4,966,961	\$4,246,411	
EXPENDITURES						
SALARY & BENEFITS						
08-8101-12	Salary & Wages	-	-	-	430,000	430,000
08-8102-12	Overtime Pay	-	-	-	2,500	2,500
08-8110-12	Cell Phone Allowance	-	-	-	700	700
08-8113-12	Certification/ Edu. Pay	-	-	-	2,500	2,500
08-8114-12	Longevity Pay	-	-	-	2,400	2,400
08-8151-12	Payroll Tax	-	-	-	6,500	6,500
08-8152-12	Unemployment Tax	-	-	-	1,200	1,200
08-8153-12	Retirement (TMRS)	-	-	-	39,000	39,000
08-8155-12	Employee Group Insurance	-	-	-	99,000	99,000
08-8156-12	Worker's Comp. Insurance	-	-	-	10,400	10,400
TOTAL SALARY & BENEFITS		\$0	\$0	\$0	\$594,200	\$594,200
SUPPLIES						
08-8203-12	Building & Kitchen Supplies	-	-	-	-	-
08-8204-12	Fuel	-	-	-	24,000	24,000
08-8205-12	Safety Equipment & Supplies	-	-	-	1,200	1,200
08-8210-12	Office Supplies & Postage	-	-	-	3,600	3,600
08-8211-12	Small Tools	-	-	-	7,200	7,200
08-8212-12	Operational Supplies	-	-	-	2,500	2,500
TOTAL SUPPLIES		\$0	\$0	\$0	\$38,500	\$38,500
MAINTENANCE						
08-8301-12	Building & Property Maint.	-	-	-	2,000	2,000
08-8305-12	Street Sinage & Striping	-	-	-	60,000	60,000
08-8306-12	Street Patching & Repair	16,090	36,142	100,000	140,000	40,000
08-8307-12	Road Stabilization Program	103,216	40,352	225,000	225,000	-
08-8399-12	Equipment Maintenance	-	-	-	15,000	15,000
TOTAL MAINTENANCE		119,306	76,494	325,000	442,000	\$117,000
OPERATIONAL EXPENSES						
08-8401-12	Advertising & Legal Notices	-	-	1,000	1,000	-
08-8402-12	Travel & Training - Staff	-	-	-	2,200	2,200
08-8403-12	Dues / Subscriptions / Books	-	-	-	300	300
08-8406-12	Street Lighting	-	-	-	114,100	114,100
08-8407-12	Comm. - Pagers & Phones	-	-	-	200	200
08-8413-12	Landfill Debris Disposal	-	-	-	6,100	6,100
08-8417-12	Utilities	-	-	-	8,400	8,400
08-8421-12	Performance Incentive Prgm	-	-	-	200	200
08-8438-12	Uniform Service	-	-	-	3,200	3,200
08-8450-12	Grant Expenditures	-	-	2,000,000	-	(2,000,000)
TOTAL OPERATIONAL EXPENSES		-	-	2,001,000	135,700	(\$1,865,300)

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
CONTRACT SERVICES						
08-8527-12	Contract Services	-	-	-	45,000	45,000
08-8552-12	ROW / Facilities Mowing	-	-	-	20,000	20,000
TOTAL CONTRACT SERVICES		\$0	\$0	\$0	\$65,000	\$65,000
PROGRAMS						
08-8801-12-00	Maintenance	-	188,975	-	-	-
TOTAL PROGRAMS		\$0	\$188,975	\$0	\$0	\$0
PROJECTS						
8822	Street Betterment Project	792,479	-	-	-	-
TOTAL PROJECTS		\$792,479	\$0	\$0	\$0	\$0
CAPITAL EXPENSES						
08-8608-12-86	Reconstruction Project	-	-	-	2,000,000	
08-8662-12-86	Heavy Equipment - Financing	-	-	-	122,000	
TOTAL CAPITAL EXPENSES		\$0	\$0	\$0	\$2,122,000	\$0
TOTAL EXPENDITURES		\$911,785	\$265,469	\$2,326,000	\$3,397,400	\$1,071,400
ENDING FUND BALANCE		\$2,750,752	\$2,994,554	\$2,640,961	\$849,011	
ENDING FUND BALANCE + MANDATORY RESERVE		\$3,250,752	\$3,494,554	\$3,140,961	\$1,349,011	
AVAILABLE FUNDS FOR APPROPRIATION		302%	1128%	114%	25%	

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
BAYOU LAKES - PUBLIC IMPROVEMENT DISTRICT #1: FUND 15

The Bayou Lake Public Improvement District (PID) #1 is authorized by Chapter 372 of the Local Government Code. PIDS offer Cities and counties a means for improving their infrastructure to promote economic growth in an area. The Public Improvement District Assessment Act allows cities and counties to levy and collect special assessments on properties that are within the City or its extraterritorial jurisdiction.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$29,247	\$4,562	\$4,562	\$352,072	
REVENUE						
15-7103-00-00	Penalty & Interest	1,931	600	2,700	1,000	(1,700)
15-7110-00-00	Residential PID Assessment	338,204	372,000	260,000	325,000	65,000
15-7406-00-00	Attorney Fees	1,074	500	1,200	1,200	-
15-7407-00-00	Refunds	-	-	5,400	-	(5,400)
15-7621-00-00	Interest Income	-	-	300	300	-
TOTAL REVENUES		341,208	\$373,100	\$269,600	\$327,500	\$57,900
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$370,455	\$377,662	\$274,162	\$679,572	
EXPENDITURES						
15-8501-03-00	Audit & CAFR	-	-	3,600	3,600	-
15-8521-03-00	Collection Fees	11,700	10,590	7,500	11,000	3,500
15-8557-03-00	Reimburse to Developer	339,193	-	230,000	300,000	70,000
15-8559-03-00	Homeowner Tax Refund	-	-	6,700	6,700	-
15-8915-03-00	Transfer to City General Fund	(15,000)	15,000	15,000	15,000	-
TOTAL EXPENDITURES		365,893	25,590	\$262,800	\$336,300	\$73,500
ENDING FUND BALANCE		\$4,562	\$352,072	\$11,362	\$343,272	

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
BAYOU LAKES - PUBLIC IMPROVEMENT DISTRICT #2: FUND 25

The Bayou Lake Public Improvement District (PID) #2 is authorized by Chapter 372 of the Local Government Code. PIDS offer Cities and counties a means for improving their infrastructure to promote economic growth in an area. The Public Improvement District Assessment Act allows cities and counties to levy and collect special assessments on properties that are within the City or its extraterritorial jurisdiction.

ACCOUNT	ACCOUNT NAME	FY 17-18	FY 18-19	FY 18-19	FY 19-20	INCREASE/ (DECREASE)
		ACTUAL	PROJECTION	ORIGINAL BUDGET	BUDGET	
BEGINNING FUND BALANCE		(\$7,800)	(\$11,700)	(\$11,700)	(\$15,600)	
REVENUE						
25-7103-00-00	Penalty & Interest	-	-	-	-	-
25-7110-00-00	Residential PID Assessment	-	-	-	-	-
25-7406-00-00	Attorney Fees	-	-	-	-	-
25-7407-00-00	Refunds	-	-	-	-	-
25-7621-00-00	Interest Income	-	-	-	-	-
TOTAL REVENUES		\$0	\$0	\$0	\$0	\$0
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		(\$7,800)	(\$11,700)	(\$11,700)	(\$15,600)	
EXPENDITURES						
25-8401-03-00	Advertising & Legal Fees	-	-	-	-	-
25-8501-03-00	Audit & CAFR	-	-	-	-	-
25-8521-03-00	Collection Fees	3,900	3,900	3,900	3,900	-
25-8557-03-00	Reimburse to Developer	-	-	-	-	-
25-8642-03-00	Bank Analysis Fee	-	-	-	-	-
25-8915-03-00	Transfer to City General Fund	-	-	-	-	-
TOTAL EXPENDITURES		\$3,900	\$3,900	\$3,900	\$3,900	\$0
ENDING FUND BALANCE		(\$11,700)	(\$15,600)	(\$15,600)	(\$19,500)	

CITY OF DICKINSON
FY 2019-2020 BUDGET
VEHICLE EQUIPMENT REPLACEMENT FUND: FUND 21

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$592,761	\$21	\$21	(\$45,313)	
REVENUE						
TRANSFERS						
21-7600-00-00	Transfer in from DMD #1	190,338	-	-	-	-
21-7901-00-00	General Fund	-	-	-	-	-
TOTAL TRANSFERS		\$190,338	\$0	\$0	\$0	\$0
TOTAL REVENUES		\$190,338	\$0	\$0	\$0	\$0
TOTAL AVAILABLE FUND FOR APPROPRIATION		\$783,099	\$21	\$21	-\$45,313	
EXPENDITURES						
INTREST EXPENSE						
21-8700-05-00	Intrest Expense	-	-	7,127	7,127	-
INTREST EXPENSE		\$0	\$0	\$7,127	\$7,127	\$0
FURNITURE & EQUIPMENT						
21-8604-05-00	Police Department	45,335	45,334	67,207	67,207	-
TOTAL FURNITURE & EQUIPMENT		\$45,335	\$45,334	\$67,207	\$67,207	\$0
VEHICLE ACQUISITION						
21-8660-05-00	Police Department	213,504	-	-	-	-
21-8660-10-00	Fire Marshal	-	-	-	-	-
21-8660-14-00	Drainage	-	-	-	-	-
21-8660-17-00	EMS	45,337	-	-	-	-
TOTAL VEHICLE ACQUISITION		258,841	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES		304,176	\$45,334	74,334	\$74,334	\$0
OTHER FINANCING SOURCES						
21-7617-00-00	Auction Proceeds	31,849	-	-	-	-
21-7603-00-00	Miscellaneous Income	33,911	-	-	-	-
TOTAL OTHER FINANCING SOURCES		\$65,760	\$0	\$0	\$0	\$0
ENDING FUND BALNCE		\$21	(\$45,313)	(\$74,313)	(\$119,647)	

**CITY OF DICKINSON
FY 2019-2020 BUDGET
BUILDING FUND: FUND 30**

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$663,627	\$642,605	\$642,605	\$528,904	
REVENUE						
30-7724-00-00	Transfer from GF	-	-	-	-	-
TOTAL REVENUES		\$0	\$0	\$0	\$0	\$0
TOTAL FUNDS AVAILABLE FOR APPROPRIATION		\$663,627	\$642,605	\$642,605	\$528,904	
EXPENDITURES						
Operating Expenses						
30-8301-01-00	City Hall Maintenance	-	10,482	15,000	20,000	5,000
03-8301-05-00	Police Station Maintenance	-	2,640	-	5,000	5,000
30-8301-15-00	Library Maintenance	8,125	-	250,000	250,000	-
30-8301-17-00	Central Fire Station Maintenance	2,997	60,778	-	-	-
30-8301-18-00	Miscellaneous Maintenance	9,900	-	-	-	-
TOTAL OPERATING EXPENSES		\$21,022	73,900	\$265,000	\$275,000	\$10,000
PROJECTS						
30-8445-17	Marquee Sign for Central Fire Station	-	39,800	-	-	-
TOTAL EXPENDITURES		\$21,022	113,700	\$265,000	\$275,000	\$10,000
ENDING FUND BALANCE		\$642,605	\$528,904	\$377,605	\$253,904	

CITY OF DICKINSON
FY 2019-2020 BUDGET
SPECIAL REVENUE FUND: MISCELLANEOUS GRANTS FUND 3

This fund is used to track miscellaneous grants as they arise.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$93,392	\$84,056	\$84,056	(\$1,582,944)	
REVENUE						
	Grant Proceeds	-	-	-	-	-
TOTAL REVENUE		\$0	\$0	\$0	\$0	\$0
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$93,392	\$84,056	\$84,056	(\$1,582,944)	
EXPENDITURES						
	Grant Expenditures	9,336	-	3,500	3,500	-
	Drainage Project NRCS Grant	-	1,667,000	-	-	-
TOTAL EXPENDITURES		\$9,336	\$1,667,000	\$3,500	\$3,500	\$0
ENDING FUND BALANCE		\$84,056	(\$1,582,944)	\$80,556	(\$1,586,444)	

CITY OF DICKINSON
FY 2019-2020 BUDGET
DISASTER FUND: FUND 04

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 19-20 BUDGET
BEGINNING FUND BALANCE		\$740,254	(\$2,885,543)	(\$2,737,626)
REVENUE				
04-7602-00	Insurrance Claims	40,752	-	-
04-7621-00	Interest Income	49,098	41,392	-
04-7710-00	FEMA Reimb- Harvey	22,500	107,529	-
04-7712-00	TX DOT- Hurricane Ike	1,250,000	-	-
TOTAL REVENUE		\$1,362,350	\$148,921	\$0
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$2,102,604	(\$2,736,623)	(\$2,737,626)
EXPENDITURES				
8201	EOC Supplies	129	-	-
8205	Safety & Equip Supplies	(330)	-	-
8210	office supplies & Postage	(404)	-	-
8212	Operational Supplies	25,054	-	-
8224	Hurrigan Expenditures	-	12,686	-
8301	Building Repairs	5,910	(13,594)	-
8307	Vehicle Repairs	65,944	-	-
8309	Computer & Network Maint	(281)	-	-
8413	Debris Disposal- Tributaries	148,350	-	-
8517	Refuse/ Sanitary Collection	4,476	-	-
8524	Professional Services	678,461	-	-
8527	Contract Services	3,805,114	-	-
8557	Consulting Services	150,399	-	-
8604	Equipment	105,325	(95)	-
TOTAL EXPENDITURES		\$4,988,148	(\$1,003)	\$0
ENDING FUND BALANCE		(\$2,885,543)	(\$2,737,626)	(\$2,737,626)

CITY OF DICKINSON
FY 2019-2020 RECOMMENDED BUDGET
SPECIAL REVENUE FUND: CHILD SAFETY FUND 31

The Child Safety Fund is used to account for revenues and expenditures associated with legislatively restricted fees collected by the Municipal Court.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$4,977	\$3,480	\$3,480	\$3,255	
REVENUE						
7411	Child Safety Fee	579	374	500	500	-
TOTAL REVENUE		\$579	\$374	\$500	\$500	\$0
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$5,556	\$3,854	\$3,980	\$3,755	
EXPENDITURES						
03-8218-04-00	Fire Prevention & Child Safety Program	2,076	599	500	450	(50)
TOTAL EXPENDITURES		\$2,076	\$599	\$500	\$450	(\$50)
ENDING FUND BALANCE		\$3,480	\$3,255	\$3,480	\$3,305	

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
SPECIAL REVENUE FUND: COURT EFFICIENCY FUND 32

The Court Efficiency Fund is used to account for revenues and expenditures associated with legislatively restricted fees collected by the Municipal Court.

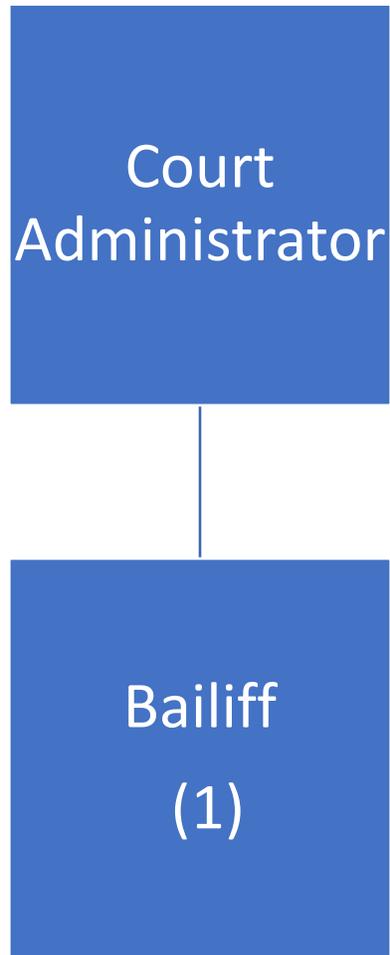
ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ DECREASE
BEGINNING FUND BALANCE		\$20,652	\$21,453	\$21,453	\$19,338	
REVENUE						
7409	Court Efficiency Fee	2,284	1,926	2,000	2,100	100
TOTAL REVENUE		\$2,284	\$1,926	\$2,000	\$2,100	\$100
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$22,936	\$23,379	\$23,453	\$21,438	
EXPENDITURES						
32-8210-04-00	Office Supplies & Postage	270	1,007	250	250	-
32-8213-04-00	Uniform & Apparel	155	-	500	500	-
32-8402-04-00	Travel & Training	989	2,189	3,000	3,000	-
32-8403-04-00	Dues/Subscriptions/Books	69	-	95	100	5
32-8410-04-00	Notary Bond	-	-	288	290	2
32-8412-04-00	Jury Trials	-	845	463	460	(3)
32-8603-04-00	Computer Replacement	-	-	8,000	8,000	-
TOTAL EXPENDITURES		\$1,483	\$4,041	\$12,596	\$12,600	\$4
ENDING FUND BALANCE		\$21,453	\$19,338	\$10,857	\$8,838	

**CITY OF DICKINSON
 FY 2019 - 2020 ORIGINAL BUDGET
 SPECIAL REVENUE FUND: COURT SECURITY 33**

The Court Security Fund is used to account for revenues and expenditures associated with legislatively restricted fees collected by the Municipal Court. Included in the fund are the costs associated with the Court Bailiff.

PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Baliff	1	1	1
TOTAL FTE COUNT	1	1	1

Security Fund Court -34



FTE = 1

CITY OF DICKINSON
FY 2019-2020 BUDGET
SPECIAL REVENUE FUND: COURT SECURITY FUND 33

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ DECREASE
BEGINNING FUND BALANCE		\$59,069	\$61,809	\$61,809	\$60,748	
REVENUE						
03-7407-00-00	Court Security Fee	11,697	7,925	10,000	8,700	(1,300)
TOTAL REVENUE		\$11,697	\$7,925	\$10,000	\$8,700	(\$1,300)
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$70,766	\$69,734	\$71,809	\$69,448	
EXPENDITURES						
SALARIES & BENEFITS						
03-8104-04-00	PTE Base Salary	7,131	8,144	8,800	25,200	16,400
03-8150-04-00	FICA Tax	442	505	500	500	-
03-8151-04-00	Payroll Tax	103	118	100	365	265
03-8152-04-00	Unemployment Tax	104	46	200	200	-
03-8156-04-00	Worker's Compensation Insurance	140	172	200	200	-
TOTAL SALARIES & BENEFITS		\$7,920	\$8,985	\$9,800	\$26,465	\$16,665
OPERATING EXPENSES						
03-8213-04-00	Uniform & Apparel	-	-	665	670	5
03-8403-04-00	Dues/Subscriptions/Books	-	-	100	100	-
03-8420-04-00	Travel & Training	1,005	-	1,600	1,600	-
03-8433-04-00	Security	32	-	4,000	3,300	(700)
TOTAL OPERATING EXPENSES		\$1,037	\$0	\$6,365	\$5,670	(\$695)
TOTAL EXPENDITURES		\$8,957	\$8,985	\$16,165	\$32,135	\$15,970
ENDING FUND BALANCE		\$61,809	\$60,748	\$55,644	\$37,313	

CITY OF DICKINSON
FY 2019-2020 BUDGET
SPECIAL REVENUE FUND: COURT TECHNOLOGY FUND 34

The Court Technology Fund is used to account for revenues and expenditures associated with legislatively restricted fees collected by the Municipal Court.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$13,577	\$18,025	\$18,025	\$11,719	
REVENUE						
03-7410-00-00	Municipal Court Technology Fee	15,573	10,422	13,000	11,700	(1,300)
TOTAL REVENUE		\$15,573	\$10,422	\$13,000	\$11,700	(\$1,300)
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$29,150	\$28,447	\$31,025	\$23,419	
EXPENDITURES						
03-8602-04-00	PC Equipment & Software	10,400	12,833	15,000	15,000	-
03-8603-04-00	Computer Equipment	725	3,895	5,000	5,000	-
TOTAL EXPENDITURES		\$11,125	\$16,728	\$20,000	\$20,000	\$0
ENDING FUND BALANCE		\$18,025	\$11,719	\$11,025	\$3,419	

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
SPECIAL REVENUE FUND: FEDERAL SEIZED FUND 11

Chapter 59 Asset Seizures account is regulated by state law and may be used for various one-time expenses related to investigation. The Police Department administers the funds of these programs.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19		INCREASE/ (DECREASE)
				ORIGINAL BUDGET	FY 18-19 BUDGET	
BEGINNING FUND BALANCE		\$167,890	\$282,462	\$282,462	\$154,237	
REVENUE						
7513	Awarded Fed. Seized Funds	118,962	64,364	-	-	-
7603	Misc. Income	33,120	-	-	-	-
7621	Intrest Income	618	762	200	200	-
TOTAL REVENUE		\$152,700	\$65,125	\$200	\$200	\$0
TOTAL FUNDS AVAILABLE FOR APPROPRATION		\$320,590	\$347,587	\$282,662	\$154,437	
EXPENDITURES						
11-8513-19-04	Federal Seized Fund - Equipment	38,128	193,350	131,400	100,000	(31,400)
11-8513-19-06	Contract For Services	-	-	-	2,400	2,400
TOTAL EXPENDITURES		\$38,128	\$193,350	\$131,400	\$102,400	(29,000)
ENDING FUND BALANCE		\$282,462	\$154,237	\$151,262	\$52,037	

CITY OF DICKINSON
FY 2019-2020 BUDGET
SEIZED FUNDS: STATE SEIZED FUND 13

Chapter 59 Asset Seizures account is regulated by state law and may be used for various one-time expenses related to investigation. The Police Department administers the funds of these programs. This fund includes awarded State Seized Funds and State Narcotics Funds pending award.

ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ DECREASE
BEGINNING FUND BALANCE	(\$1,013)	\$125	\$125	\$125	
REVENUE					
	-	-	-	-	-
7512-00 State Narcotics Seized Funds	-	-	-	-	-
7512-00 Awarded State Seized funds	1,138	-	-	-	-
Transfer from Narcotics	-	-	-	-	-
Interest Income	-	-	-	-	-
TOTAL REVENUE	\$1,138	-	\$0	\$0	\$0
TOTAL AVAILABLE FUNDS FOR APPROPRIATION	\$125	\$125	\$125	\$125	
EXPENDITURES					
Use of State Seized Funds					
Investigation Support Funds	-	-	-	-	-
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
ENDING FUND BALANCE	\$125	\$125	\$125	\$125	

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
SPECIAL REVENUE FUND: LIBRARY GRANT FUND 17

The Library Grant Fund is used to track revenue and expenditures associated with Library grants and the Library Trust. The Impact Grants are administered by the Texas State Library and Archives Commission and funded by the federal Library Services and Technology Act through the institute of Museum and Library Services.

ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 17-18 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE	\$154	\$4,270	\$4,270	\$4,270	
REVENUE					
7750 GRANT PROCEEDS	7,958	-	6,000	6,000	
TRANSFER FROM GENERAL FUND	-	-	-		
TOTAL REVENUE	\$7,958	\$0	\$6,000	\$6,000	\$0
TOTAL AVAILABLE FUNDS FOR APPROPRIATION					
	\$8,112	\$4,270	\$10,270	\$10,270	
EXPENDITURES					
17-8227-15-00 GRANT EXPENDITURES	3,842	-	6,000	6,000	-
TOTAL EXPENDITURES	\$3,842	\$0	\$6,000	\$6,000	\$0
ENDING FUND BALANCE	\$4,270	\$4,270	\$154	\$4,270	

CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
SPECIAL REVENUE FUND: LIBRARY TRUST FUND 14

The Dickinson Library was the recipient of a trust fund which restricts use to the Dickinson Library.

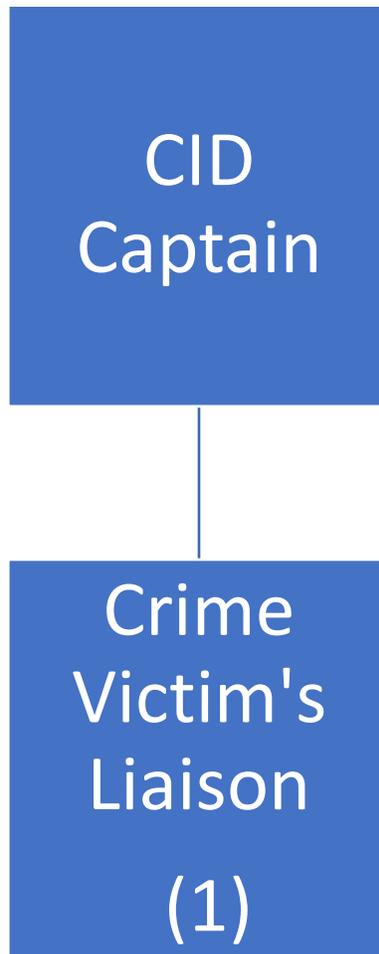
ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19		INCREASE/ (DECREASE)
				ORIGINAL BUDGET	FY 19-20 BUDGET	
BEGINNING FUND BALANCE		\$117,614	\$115,437	\$115,437	\$105,682	
REVENUE						
14-7640	Library Donations	-	630	-	-	-
	Trust Proceeds	-	-	-	-	-
TOTAL REVENUE		\$0	\$630	\$0	\$0	
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$117,614	\$116,067	\$115,437	\$105,682	
EXPENDITURES						
	Transfer to GF		-	-	-	
	Transfer to Library Grant Fund		-	-	-	
14-8211-15-00	Summer Reading Supplies	-	238	500	1,000	500
14-8223-15-00	Collection Development	2,007	6,056	12,600	12,000	(600)
14-8604-15-00	Computer & Equipment	170	4,091	12,600	12,700	100
TOTAL EXPENDITURES		\$2,177	\$10,385	\$25,700	\$25,700	\$0
ENDING FUND BALANCE		\$115,437	\$105,682	\$89,737	\$79,982	

CITY OF DICKINSON
FY 2019-2020 BUDGET
SPECIAL REVENUE FUND: VOCA GRANT FUND 16

The VOCA Grant fund is used to track the expenditures associated with Crime Victim Assistance Program partially funded by the Governor's Criminal Justice Division (CJD). The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Use of these funds are specified under the Governor's Criminal Justice Division's rules in Title I, Part I, Chapter 3, Texas Administrative Code.

PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Crime Victim Liaison	1	1	1
TOTAL FTE COUNT	1	1	1

Crime Victim Fund-16



FTE = 1

CITY OF DICKINSON
FY 2019-2020 BUDGET
SPECIAL REVENUE FUND: VOCA GRANT FUND 16

The VOCA Grant fund is used to track the expenditures associated with Crime Victim Assistance Program partially funded by the Governor's Criminal Justice Division (CJD). The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Use of these funds are specified under the Governor's Criminal Justice Division's rules in Title I, Part I, Chapter 3, Texas Administrative Code.

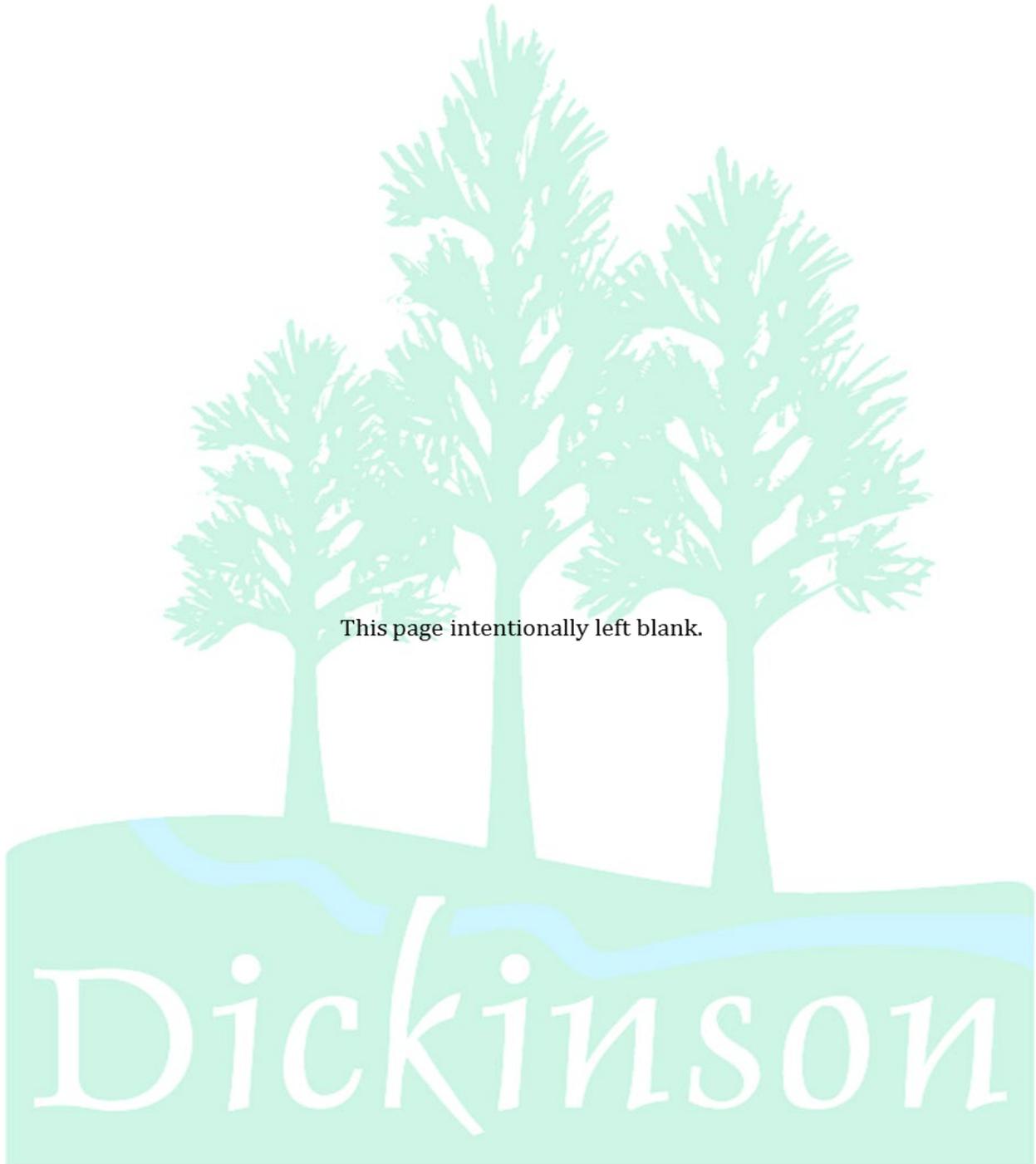
ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		\$0	(\$1,441)	(\$1,441)	12,009	
REVENUE						
7118	City Match	16,151	23,777	23,777	31,600	7,823
7119	Grant Proceeds	49,048	53,991	53,991	54,000	9
TOTAL REVENUES		\$65,199	\$77,768	77,768	85,600	\$7,832
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$65,199	\$76,327	76,327	97,609	
EXPENDITURES						
SALARIES & BENEFITS						
16-8101-05-00	Base Salary	48,706	47,153	50,000	52,000	2,000
16-8105-05-00	Longevity Pay	-	-	100	100	-
16-8113-05-00	Certification/Education Pay	-	-	800	800	-
16-8151-05-00	Payroll Tax	706	652	700	800	100
16-8152-05-00	Unemployment Tax	182	-	200	200	-
16-8153-05-00	Retirement (TMRS)	4,670	4,338	4,700	5,000	300
16-8155-05-00	Employee Group Insurance	9,256	8,738	10,000	10,000	-
16-8156-05-00	Worker's Compensation Insurance	83	103	100	100	-
TOTAL SALARIES & BENEFITS		\$63,604	\$60,985	66,600	69,000	\$0
OPERATING EXPENDITURES						
16-8205-05-00	Fuel	-	-	2,968	3,000	32
16-8210-05-00	Office Supplies & Postage	841	1,732	6,000	6,000	-
16-8402-05-00	Travel & Training	2,195	1,602	2,200	2,200	-
TOTAL OPERATING EXPENDITURES		\$3,037	\$3,334	11,168	11,200	32
TOTAL EXPENDITURES		\$66,641	\$64,318	77,768	80,200	\$2,432
ENDING FUND BALANCE		(\$1,441)	12,009	(1,441)	17,409	

CITY OF DICKINSON
FY 52019-2020 ORIGINAL BUDGET
SPECIAL REVENUE FUND: HOTEL/ MOTEL TAX FUN 35

Use of Hotel Occupancy Tax (HOT) revenue is specified by Chapter 351 of the Texas Tax Code. HOT tax revenue may only be used to promote tourism and the local convention and hotel industry. The Hotel/Motel Tax funds tourism initiatives.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 PROJECTION	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET	INCREASE/ (DECREASE)
BEGINNING FUND BALANCE		281,215	311,501	311,501	335,539	
REVENUE						
7203	Motel Occupancy Tax	30,286	24,038	33,000	30,000	(3,000)
TOTAL REVENUE		\$30,286	\$24,038	\$33,000	\$30,000	(\$3,000)
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$311,501	\$335,539	\$344,501	\$365,539	
EXPENDITURES						
OPERATING EXPENSES						
35-8445-16-00	Special Project	-	-	314,000	-	(314,000)
SUBTOTAL OPERATING EXPENSES		\$0	\$0	\$314,000	\$0	(\$314,000)
TOTAL EXPENDITURES		\$0	\$0	\$314,000	\$0	(\$314,000)
ENDING FUND BALANCE		\$311,501	\$335,539	\$30,501	\$365,539	

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**CITY OF DICKINSON
FY 2019-2020 ORIGINAL BUDGET
CAPITAL EXPENDITURES**

For FY 2019-2020, the capital expenditures will be funded through operating expenditures, transfers in from the Dickinson Management District #1, municipal lease purchases and fund balance.

DEPARTMENT	PROJECT SUMMARY	BUDGET
<u>GENERAL FUND-01</u>		
POLICE DEPARTMENT	VEHICLE ACQUISITION: 3 POLICE VEHICLES (TAHOES)	154,000
PUBLIC WORKS -DRAINAGE	DRAINAGE IMPROVEMENT PROJECTS	400,000
	VEHICLE ACQUISITION: 1 GRADALL 5 YD DUMPTRUCK	400,000 170,000 570,000
INFORMATION TECHNOLOGY	COMPUTER WORKSTATIONS: UPGRADE COMPUTER WORKSTATIONS	50,000
EMERGENCY MEDICAL SERVICES	EMERGENCY EQUIPMENT: 1 STRETCHER	45,000
	VEHICLE ACQUISITION: 1 AMBULANCE	205,000
TOTAL CAPITAL PURCHASES- GENERAL FUND FY 2019-2020 BUDGET		\$1,424,000
	FUNDED THROUGH OPERATIONS	54,000
	FUNDED THROUGH TRANSFER: DMD#1	150,000
	FUNDED THROUGH LEASE PURCHASE	570,000
	FUNDED THROUGH USE OF FUND BALANCE	650,000
	TOTAL FUNDING FOR CAPITAL IMPROVEMENTS	\$1,424,000
<u>STREET MAINTENANCE FUND- 08</u>		
PUBLIC WORKS- STREETS	STREET RECONSTRUCTION: STREETS IDENTIFIED BY FEMA	2,000,000
	HEAVY EQUIPMENT: 1 REPLACEMENT LAYDOWN MACHINE	400,000 400,000
TOTAL CAPITAL PURCHASES- STREET MAINTENANCE FUND FY 2019-2020 BUDGET		\$2,400,000
	FUNDED FROM FEMA & FUND BALANCE	2,000,000
	FUNDED THROUGH LEASE PURCHASE	400,000
	TOTAL FUNDING FOR CAPITAL IMPROVEMENTS	2,400,000

**CITY OF DICKINSON
 FY 2019-2020 ORIGINAL BUDGET
 CAPITAL EXPENDITURES**

SEIZED FUNDS FUND- 11

POLICE DEPARTMENT	FEDERAL SEIZED FUND EQUIPMENT: <u>VARIOUS LAW ENFORCEMENT EQUIPMENT</u>	100,000
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TOTAL CAPITAL PURCHASES- SEIZED FUNDS FUND FY 2019-2020 BUDGET		\$100,000
FUNDED FROM FUND BALANCE		\$100,000

BUILDING FUND-30

POLICE DEPARTMENT	BUILDING AND PROPERTY MAINTENANCE: <u>CARPET REPLACEMENT AT POLICE STATION</u>	5,000
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TOTAL CAPITAL PURCHASE- BUILDING FUND FY 2019-2020 BUDGET		\$5,000
FUNDED FROM FUND BALANCE		5,000

FUND / DEPARTMENT / POSITION	FY 18-19		
	FY 17-18 ACTUAL	ORIGINAL BUDGET	FY 19-20 BUDGET
GENERAL FUND			
ADMINISTRATION			
CITY ADMINISTRATOR	1	1	1
CITY SECRETARY	1	1	1
BUILDING SUPERINTENDENT	1	1	1
ASSISTANT TO THE CITY ADMINISTRATOR	1.5	1	1
TOTAL FTE	4.5	4	4
FINANCE			
FINANCE DIRECTOR	1	1	1
HUMAN RESOURCE GENERALIST	1	1	1
ACCOUNTANT	0	0	1
ADMINISTRATIVE SUPPORT STAFF	0	0	0.5
ACCOUNTING CLERK	1.5	2	0.5
TOTAL FTE	3.5	4	4
COMMUNITY DEVELOPMENT			
DIRECTOR OF COMMUNITY DEVELOPMENT	1	1	1
CHIEF BUILDING OFFICIAL	1	1	1
ASSISTANT BUILDING OFFICIAL	1	1	1
CODE COMPLIANCE OFFICER	1	1	1
PERMIT TECHNICIANS	2	2	2
PLANNER	0	1	1
TOTAL FTE	6	7	7
MUNICIPAL COURT			
COURT ADMINISTRATOR	1	1	1
DEPUTY COURT ADMINISTRATOR	1	1	1
COURT CLERK ENTRY LEVEL	2	2	2
TOTAL FTE	4	4	4
POLICE DEPARTMENT			
CHIEF OF POLICE	0.7	0.7	1
ADMIN CAPTAIN	0.7	0.7	1
CID CAPTAIN	1	1	1
PATROL CAPTAIN	1	1	1
LIEUTENANT	1	1	1
COMMUNICATIONS SUPERVISOR	1	1	1
CID SERGEANT	1	1	1
PATROL SERGEANT	4	4	4
CID DETECTIVES	5.5	5.5	3
PATROL OFFICERS	16	16	16
WARRANT OFFICERS	1	1	1
PROFESSIONAL STANDARDS OFFICER	1	1	1
COMMUNITY POLICING OFFICER	1	1	1
EXECUTIVE SECRETARY	1	1	1
COMMUNICATIONS OPERATORS	10	10	9
RECORDS CLERK	2.5	2.5	2
CIVILLIAN JAILER	3.5	3.5	4
TOTAL FTE	51.9	51.9	49
FIRE MARSHALL			
FIRE MARSHALL	1	1	1
FIRE INSPECTOR/ INVESTIGATOR	0.5	0.5	1
TOTAL FTE	1.5	1.5	2
EMERGENCY MANAGEMENT			
EMERGENCY MANAGEMENT DIRECTOR	0	0	0

EMERGENCY MANAGEMENT COORDINATOR	0	1	1
POLICE CHIEF	0.3	0.3	0
POLICE CAPTAIN	0.3	0.3	0
POLICE OFFICER	0.5	0	0
TOTAL FTE	1.1	1.6	1

PUBLIC WORKS-DRAINAGE			
ASSISTANT TO PUBLIC WORKS DIRECTOR	0.5	0.5	1
DRAINAGE FOREMAN	0	0.5	1
HEAVY EQUIPMENT OPERATOR	0	2	1
LIGHT EQUIPMENT OPERATOR	5	5	5
LABORER	0	0	4
TOTAL FTE	5.5	8	12

LIBRARY			
LIBRARY DIRECTOR	1	1	1
ASSISTANT LIBRARY DIRECTOR	1	1	1
LIBRARIAN (CATALOG/ PROCESSING)	1	1	1
YOUTH/ IT LIBRARIAN	1	1	1
LIBRARY ASSISTANT	1	1	1
TOTAL FTE	1	1	1

EMS			
EMS DIRECTOR	1	1	1
CAPTAIN	0	0	1.5
LIEUTENANT	0	0	3.5
ADMINISTRATIVE ASSISTANT-EMS	0.5	0.5	0.5
PARAMEDIC	14	14	7.5
EMT-INTERMEDIATE	0.5	0.5	0.5
EMT-BASIC	4	4	1.5
TOTAL FTE	20	20	22

STREET MAINTENANCE FUND			
STREETS			
PUBLIC WORKS DIRECTOR	0	0	1
PUBLIC WORKS INSPECTOR	0	0	1
STREET FOREMAN	0	0	1
HEAVY EQUIPMENT OPERATOR	0	0	1
LIGHT EQUIPMENT OPERATOR	0	0	5
LABORER	0	0	2
TOTAL FTE	0	0	11

COURT SECURITY FUND			
MUNICIPAL COURT			
BALIFF	1	1	1
TOTAL FTE			

VOCA FUND			
POLICE DEPARTMENT			
CRIME VICTIM LIASON	1	1	1
TOTAL FTE	1	1	1

BAYOU ANIMAL SERVICES			
ANIMAL SERVICES			
SHELTER MANAGER	1	1	1
SHELTER OPERATION COORDINATOR	0	0	1
ANIMAL CONTROL OFFICERS	2	2	2
KENNEL TECHS	1	1.5	1
TOTAL FTE	4	4.5	5

Resolution Number 1234-2011 established the following Financial Policies that address both short-term and long-term goals:

The City of Dickinson considers its goals, objectives and financial policy statements to be important integral parts of the budgetary process. The purpose of these policies is to ensure that financial resources are available to meet the present and future needs of the citizens of Dickinson. Specifically, this policy framework mandates the pursuit of the following fiscal objectives:

I. Revenues

Design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.

II. Expenditures

Identify priority services, establish and define appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

III. Fund Balance/Working Capital/ Net Assets

Maintain the fund balance, working capital and net assets of the various operating funds at levels sufficient to protect the City's credit worthiness as well as its financial position from emergencies.

IV. Capital Expenditures and Improvements

Annually review and monitor the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

V. Debt

Establish guidelines for debt financing that will provide needed capital equipment and infrastructure improvements while minimizing the impact of debt payments on current and future revenues.

VI. Investments

Invest the City's operating cash to ensure its safety, provide for necessary liquidity and optimize yield.

VII. Intergovernmental Relations

Coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis and support appropriate favorable legislation at the state and federal level.

VIII. Grants

Aggressively investigate, pursue and effectively administer federal, state and foundation grants-in-aid, which address the City's current priorities and policy objectives.

IX. Economic Development

Initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

X. Fiscal Monitoring

Prepare and present reports for the current and multi-year periods that analyze, evaluate and forecast the City's financial performance and economic condition.

XI. Accounting, Auditing and Financial Reporting

Comply with prevailing federal, state and local statutes and regulations. Conform to generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA) and the Government Finance Officers Association (GFOA).

XII. Operating Budget

Develop and maintain a balance budget that presents a clear understanding of the goals of the City Council.

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I. REVENUES

The City shall use the following guidelines to design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services

A. Balance and Diversification in Revenue Sources

The City shall strive to maintain a balanced and diversified revenue system to protect the City from fluctuations in any one source due to changes in economic conditions that adversely impact that source.

B. User Fees

For services that benefit specific users, where possible the City shall establish and collect fees to recover the cost of those services. Where feasible and desirable, the City shall seek to recover full direct and indirect costs. City staff shall review user fees on a regular basis to calculate their full cost recovery levels, to compare them to the current fee structure and to recommend adjustments where necessary to facilitate City Council's policy decision regarding the level of support to be provided.

C. Property Tax Revenues/Tax Rate

The City shall strive to reduce its reliance on property tax revenues by revenue diversification, implementation of user fees and economic development. The City shall also strive to minimize tax rate increases.

D. Enterprise Funds User Fees

Enterprise funds user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, provide additional funding for capital improvements and provide adequate levels of working capital and debt coverage. The City shall seek to eliminate all forms of subsidization to enterprise funds from the General Fund and seek to reduce general fund support to enterprise funds.

E. Administrative Services Charges

The City shall prepare a cost allocation plan annually to determine the administrative services charges due to the General Fund from enterprise funds for overhead and staff support. Where appropriate, the enterprise funds shall pay the General Fund for direct services rendered.

F. Revenue Estimates for Budgeting

In order to maintain a stable level of service, the City shall use a conservative, objective and analytical approach when preparing revenue estimates for current and multi-year periods. The process shall include analysis of probable economic changes and their impacts on revenues, historical collection rates and trends in revenues. This approach should reduce the likelihood of actual revenues falling short of budget estimates during the year and should avoid mid-year service reductions.

G. Revenue Collection and Administration

The City shall maintain high collection rates for all revenues by keeping the revenue system as simple as possible in order to facilitate payment. In addition, since revenue should exceed the cost of producing it, the City shall strive to control administrative costs. The City shall pursue to the full extent allowed by state law all delinquent taxpayers and others overdue in payments to the City.

II. EXPENDITURES

The City shall use the following guidelines to identify necessary services, establish appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

A. Current Funding Basis

The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled so as not to exceed current revenues plus the planned use of fund balance accumulated through prior year savings.

B. Avoidance of Operating Deficits

The City shall take timely corrective action if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end.

C. Maintenance of Capital Assets

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs and to continue service levels.

D. Purchasing

The City shall make every effort to maximize any discounts offered by creditors/vendors individually or through aggregated cooperative purchasing with other governmental entities. Vendors with balances due the City will have payments due the vendor offset against the amount due the City. The City will follow state law as well as the Purchasing Policies adopted by the City Council concerning the amount of the purchase requiring formal bidding procedures and approval by the City Council. For purchases where competitive bidding is not required, the City shall seek to obtain the most favorable terms and pricing possible. Every effort will be made to include women and minority-owned by business enterprises in the bidding process.

III. FUND BALANCE / WORKING CAPITAL / NET ASSETS

Fund balance measures the net financial resources available to finance expenditures of future periods. The City Council recognizes that good fiscal management comprises the foundational support of the entire City. The City shall use the following guidelines to maintain the fund balance, working capital and net assets of the various operating funds at levels sufficient to protect the City's creditworthiness as well as its financial position from emergencies.

A. Definitions

Nonspendable Fund Balance is the portion of fund balance that is inherently nonspendable such as assets that will never convert to cash, assets that will not convert to cash soon enough to affect the current period, and resources that must be maintained intact pursuant to legal or contractual requirements.

Restricted Fund Balance is the portion of fund balance that reflects resources that are subject to externally enforceable legal restrictions.

Committed Fund Balance is the portion of fund balance that represents resources whose use is constrained by limitations that the City Council has imposed upon itself and that remain binding unless removed by the same action with which the limitations were imposed.

Assigned Fund Balance is the portion of fund balance that reflects the City Council's intended use of resources.

Unassigned Fund Balance is the portion of fund balance that is not categorized into one of the other categories of fund balance.

B. General Policy

Fund Balance should be used only for non-recurring expenditures, major capital purchases, or emergencies that cannot be accommodated through current year savings.

C. Fund Balance Classification

For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first and then unrestricted fund balance. Expenditures incurred in the unrestricted fund balances shall be reduced first from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

D. Committed Fund Balance

Fund Balance of the City must be committed for a specific source by formal action of the City Council. Amendments or modifications to the committed fund balance must also be approved by formal action of the City Council. Committed fund balance does not lapse at year-end. The formal action required to commit fund balance shall be either by resolution or majority vote.

E. General Fund Unassigned Fund Balance

The City shall strive to maintain an undesignated General fund balance equal to 25% to 33% of budgeted expenditures for the General Operating Fund. Maintaining the General Fund Unassigned Fund Balance at this level provides sufficient working capital and a margin of safety to address local emergencies without borrowing. If the General Fund Unassigned Fund Balance drops below 25%, it shall be recovered at a rate of 1% minimally each year.

At the end of the current fiscal year, the City anticipates a positive budget variance in the General Fund. After determining the desired fund balance in the General fund, the remainder of the positive budget balance will be transferred to other funds and/or projects as directed by the City Council. The General Fund Unassigned Fund Balance shall be appropriated by the City Council either by resolution or majority vote.

F. Other Operating Funds Unassigned Fund Balance; Enterprise Working Capital

In other operating funds, the City shall strive to maintain a positive unassigned fund balance (working capital) position to provide sufficient reserves for emergencies and revenue shortfalls. In addition, the city will seek to maintain a working capital (current assets minus current liabilities) balance equal to 25% to 33% of budgeted expenditures for the Enterprise fund.

IV. CAPITAL IMPROVEMENTS

A. Capital Expenditures and Improvements

The City shall annually review and monitor the condition of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

B. Capital Improvements Program

The City shall annually review the Capital Improvements Program (CIP), potential new projects and the current status of the City's infrastructure, replacement and renovation needs, updating the program as appropriate. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every project, all operation, maintenance and replacement expenditures shall be fully at cost. The CIP shall also present the City's long-term borrowing plan, debt payment schedules and other debt

outstanding or planned, including general obligation bonds, revenue bonds, Certificates of obligation, lease/purchase agreements and certificates of participation.

C. Replacement of Capital Assets on a Regular Schedule

The Vehicle/Equipment Replacement Fund is the primary source of funds for all of the City's vehicle and equipment purchases, both replacements and additions. The City shall annually prepare a schedule for the replacement of its non-infrastructure capital assets. Within the resources available each fiscal year, the City shall replace these assets according to this schedule. The City desires to fund all vehicle and equipment purchases through donations, auction proceeds, grant proceeds, and budget transfer from General fund.

D. Capital Expenditure Financing

The City recognizes that there are several methods of financing capital requirements: (1) budget the funds from current revenues; (2) take the funds from fund balance/retained earnings as allowed by the Fund Balance Policy; (3) utilize funds from grants and foundations; or (4) borrow money through debt. Debt financing includes general obligation bonds, revenue bonds, Certificates of obligation, lease/purchase agreements and certificates of participation. The City Council will determine the appropriate use of financing for capital expenditures on an as-needed basis and during the budget development process each year. Guidelines for assuming debt are set forth in the Debt Policy Statements.

V. DEBT

When the use of debt financing is determined by the City Council to be appropriate, the City shall use the following guidelines for debt financing which will provide needed capital equipment and infrastructure improvements while minimizing the impact of debt payments on current and future revenues.

A. Use of Debt Financing

Debt financing, including general obligation bonds, revenue bonds, certificates of obligation, certificates of participation and lease/purchase agreements, shall only be used to purchase capital assets. Debt payments should be structured to provide that any capital assets that are funded by the debt have a longer life than the debt associated with those assets.

B. Amortization of Debt

The City shall structure new debt issue payment schedules to utilize the City's declining debt payment schedules to keep tax increases for debt to a minimum. Capital projects that, by their character or size, are outside the normal core service projects will require careful evaluation of financial feasibility.

C. Affordability Targets

The City shall use an objective analytical approach to determine whether it can afford to assume new debt beyond the amount it retires each year. This process shall compare generally accepted standards of affordability to the current values for the City. These standards shall include debt per capita, debt as a percent of taxable value, debt service payments as a percent of current revenues and current expenditures and the level of overlapping net debt of all local taxing jurisdictions. The process shall also examine the direct costs and benefits of the proposed expenditures as determined in the City's annual update of the Capital Improvements Program. The decision on whether or not to assume new debt shall be based on these costs and benefits and on the City's ability to "afford" new debt as determined by the aforementioned standards. The City shall use cities with similar bond ratings for debt ratio benchmarks.

D. Sale Process

The City shall use a competitive bidding process in the sale of debt unless the nature of the issue warrants a negotiated bid.

E. Rating Agencies Presentations

Full disclosure of operations and open lines of communication shall be made to the rating agencies. City staff, with assistance of financial advisors, shall prepare the necessary materials and presentation to the rating agencies.

F. Continuing Disclosure

The City is committed to continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities.

G. Debt Refunding

City staff and the City's financial advisor shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt.

VI. INVESTMENTS

As adopted by the City Council, it is the policy of the City of Dickinson that the administration and investment of funds be handled as its highest public trust. The City's available cash shall be invested according to the City's Investment Policy that is adopted by the City Council on an annual basis in accordance with the requirements of Chapter 2256 of the Texas Government Code. The primary objectives, in priority order, of the City's investment activities shall be preservation and safety of principal, liquidity and yield.

The earnings from investment will be used in a manner that best serves the public trust and interest of the City of Dickinson.

The investment policy applies to all financial assets of the City of Dickinson. These funds are accounted for in the City's comprehensive annual financial report and include the General, Special Revenue, Debt Service, Capital Projects, and Proprietary Funds. All cash of the various funds (excluding bond funds) are combined into the pooled cash fund for efficiency and maximum investment opportunity. Interest revenue derived from the pooled cash fund is allocated to the participating funds (annually) based on the relative cash balance of each fund. Bond funds are invested in separate investment pool accounts. Maintaining these funds in separate accounts simplifies the calculation necessary for the reporting of arbitrage earnings. All funds in the pooled cash fund are to be administered in accordance with this policy.

VII. INTERGOVERNMENTAL RELATIONS

The City shall coordinate efforts with other governmental agencies to achieve common policy objectives, share the cost of providing government services on an equitable basis and support appropriate favorable legislation at the state and federal levels.

A. Interlocal Cooperation in Delivering Services

In order to promote the effective and efficient delivery of services, the City shall work with other local jurisdictions to share on an equitable basis the costs of services, to share facilities and to develop joint programs to improve service to its citizens.

B. Legislative Program

The City shall cooperate with other jurisdictions to actively oppose any state or federal regulation or proposal that erodes municipal authority, attempts to remove local control over city issues, services or programs, or mandates additional City programs or services and does not provide the funding for implementation.

VIII. GRANTS

The City shall seek, apply for, obtain and effectively administer federal, state and foundation grants-in-aid that address the City's current and future priorities and policy objectives.

A. Grant Guidelines

The City shall seek, apply for and obtain those grants that are consistent with priority needs and objectives identified by Council.

B. Direct and Indirect Costs

The City shall recover indirect costs to the maximum amount allowed by the funding source. The City may waive or reduce direct and indirect costs if doing so will significantly increase the effectiveness of the grant.

C. Grant Review

The City shall review all grant submittals for their cash or in-kind match requirements, their potential impact on the operating budget and the extent to which they meet the City's policy objectives. If there are cash match requirements, the source of funding shall be identified and approved prior to application. An annual report on the status of grant programs shall also be prepared.

D. Grant Program Termination

The City shall terminate grant-funded programs and associated positions as directed by the City Council when grant funds are no longer available unless alternate funding is identified.

IX. ECONOMIC DEVELOPMENT

The City shall initiate, encourage and participate in economic development efforts to create job opportunities and strengthen the local economy and tax base.

A. Commitment to Expansion and Diversification

The City shall encourage and participate in economic development efforts to expand Dickinson's economy and tax base, to increase local employment and to invest when there is a defined specific long-term return. These efforts shall focus not only on new areas but also on established sections of Dickinson where redevelopment can generate additional jobs and other economic benefits.

B. Tax Abatements

The City shall follow the Guidelines for Tax Abatement adopted by the City Council to encourage commercial and/or industrial growth and development throughout Dickinson. The City shall balance the long-term benefits of tax abatements with the short-term loss of tax revenues prior to the granting of the abatement. Factors considered in evaluating proposed abatements for development include the location of the project, its size, the number of temporary and permanent jobs created, the costs and benefits for the City and the impact on Dickinson's economy and other factors specified in the City's Guidelines for Tax Abatement as well as applicable state laws.

C. Increase Non-Residential Share of Tax Base

The City's economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential property owners.

D. Coordinate Efforts with Other Jurisdictions

The City's economic development program shall encourage close cooperation with other local jurisdictions to promote the economic well being of the area.

E. Use of Other Incentives

The City shall use enterprise zones as allowed by law and shall seek new sources to encourage business expansion. The City shall also coordinate with state and federal agencies on offering any incentive programs they may provide for potential economic expansion.

X. FISCAL MONITORING

Reports shall be prepared and presented on a regular basis to analyze, evaluate and forecast the City's financial performance and economic condition for the current year and for multi-years.

A. Financial Status and Performance Reports

Quarterly reports shall be prepared comparing expenditures and revenues to current budget for fiscal year-to-date, and to prior year actual fiscal year-to-date. Balance sheets and budget highlight notes are also provided. Timely information including comparisons of expenditures to budgeted amounts shall be provided to all department heads and directors on a monthly basis.

B. Five-Year Forecast of Revenues and Expenditures

A five-year forecast of revenues and expenditures, including a discussion of major trends affecting the City's financial position, shall be prepared. The forecast shall examine critical issues facing the City, economic conditions and the outlook for the upcoming budget year.

XI. ACCOUNTING, AUDITING AND FINANCIAL REPORTING

The City shall comply with prevailing local, state and federal regulations. Its accounting practices and financial reporting shall conform to generally accepted accounting principles promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA) and the Government Finance Officers Association (GFOA). The City Council shall select an independent firm of certified public accountants to perform an annual audit of all operations. The City shall participate in the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting program.

XIII. OPERATING BUDGET

The City shall establish an operating budget that links revenues and expenditures to the goals of the City Council. The City shall strive to participate in the Government Finance Officers Association's Distinguished Budget Presentation Award program.

A **ACCOUNTS PAYABLE:** A liability account reflecting amounts on open accounts owing to private persons or organizations for goods and services received by a government (but not including amounts due to other funds of the same government or to other governments).

ACCOUNTS RECEIVABLE: An asset account reflecting amounts owing to open accounts from private persons or organizations for goods and services provided by a government.

ACCRUAL ACCOUNTING: The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

AD VALOREM: Latin for “value of”. Refers to the property assessed and tax levied against real (land and buildings) and personal (equipment and furniture) property.

APPROPRIATION: A legal authorization granted by a legislative body (City Council) to make expenditures and incur obligations for designated purposes.

ASSESSED VALUATION: A valuation set upon real estate or other property by a government as a basis for levying taxes.

AUDIT: An examination of an organization’s financial statements and the utilization of resources.

B **BALANCE SHEET:** The basic financial statement which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with GAAP.

BALANCED BUDGET: A balanced budget occurs when the total sum of money a government collects in a year is equal to the amount it spends on goods, services, and debt interest.

BASIS OF ACCOUNTING: The modified accrual basis of accounting is followed by Governmental funds, Expendable Trust funds and Agency funds. Under the modified accrual basis of accounting revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due, and compensated absences, which are recorded when payable from currently available financial resources. Substantially all revenues are considered to be susceptible to accrual.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used for guidance. Intergovernmental revenues are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

The City’s Proprietary fund types are accounted for using the accrual basis of accounting, under which revenues are recorded when earned and expenses are recorded when liabilities are incurred.

BOND: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified date.

BUDGET: A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

BUDGETARY CONTROL: The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available resources.

C

CDBG: Community Development Block Grant – An entitlement grant program authorized by the federal government. The entitlement program is based upon a formula, which includes the City’s population.

CAPITAL EXPENDITURES: Expenditures which result in the acquisition of or addition to fixed assets which are individually priced more than \$5,000.00.

CAPITAL IMPROVEMENT PROGRAM: A plan for capital expenditures to be incurred each year over a fixed period of several future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount and the method of financing.

CASH BASIS: the method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CERTIFICATES OF OBLIGATION (CO’S): Debt instruments secured by the ad valorem taxing power of a city. They do not require voter authorization and usually are issued to obtain short term financing.

CONTINGENCY: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

CREDIT RATING: The credit worthiness of a government unit as determined by an independent ratings agency.

CURRENT ASSETS: Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary investments, and tax receivables which will be collected within one year.

CURRENT LIABILITIES: Debt or other legal obligation arising out of transactions in the past that must be liquidated, renewed, or refunded within one year.

D

DEBT: An obligation resulting from borrowing of money or from the purchase of goods or services.

DEBT LIMIT: The maximum amount of gross or net debt legally permitted.

DEBT SERVICE: A cost category which typically reflects the repayment of short-term (less than 5 years) debt associated with the acquisition of capital equipment.

DELINQUENT TAXES: Taxes remaining unpaid on or after the date on which a penalty for nonpayment is attached.

DEPRECIATION: (1) Expiration in the service life of a capital asset attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence. (2) that portion of the cost of a capital asset which is charged as an expense during a particular period.

E

ENCUMBRANCES: Commitments related to unperformed contracts for goods or services used in budgeting. Encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

ENTERPRISE FUND: A fund established to finance and account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURES: Decrease in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

F

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. Dickinson's fiscal year begins each October 1st and ends the following September 30th. The term FY 2017 connotes the fiscal year beginning October 1, 2016 and ending September 30, 2017.

FIXED ASSETS: Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FRANCHISE: A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FULL TIME EQUIVALENT (FTE): A quantifiable unit of measure utilized to convert hours worked by part-time, seasonal or temporary employees into hours worked by full time employees. Full time employees work 2080 hours annually. A part-time employee working 1040 hours annually represents a .5 FTE.

FUND: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE: The difference between governmental fund assets and liabilities also referred to as fund equity.

G

GAAP – GENERALLY ACCEPTED ACCOUNTING PRINCIPLES: Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the GASB.

GASB – GOVERNMENTAL ACCOUNTING STANDARDS BOARD: The board is a private, nonprofit organization consisting of seven board members and a full-time staff. Like the Financial Accounting Standards Board (FASB) that sets accounting standards for private companies, GASB is funded by the Financial Accounting Foundation, a nonprofit entity that exercises general oversight over the financial reporting of public entities.

GENERAL FUND: The fund that is available for any legal authorized purpose and which is therefore used to account for all activities except those required to be accounted for in another fund. Note: The General Fund is used to finance the ordinary operations of a governmental unit.

GENERAL OBLIGATION BONDS (GO's): Bonds for the payment of which the full faith and credit of the issuing government are pledged. In issuing its general obligation bonds, the City of Dickinson pledges to levy whatever property tax is needed to repay the bonds for any particular year. Bonds cannot be issued without voter approval and are usually issued with maturities of between 15 and 25 years.

GFOA: Government Finance Officers Association. A professional association of state/provincial and local finance officers in the United States and Canada that has served the public finance profession since 1906.

GOAL: A statement that describes the purpose toward which an endeavor is directed.

GOVERNMENTAL FUNDS: Those funds through which most governmental functions typically are financed. The acquisition, use, and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

GRANT: A contribution by one governmental unit to another. The contribution is usually made to aid in the support of a specified function.

I INTEREST INCOME: Revenue associated with the city’s cash management activities of investing fund balances.

I INTERFUND TRANSFERS: Budgeted amounts transferred from one governmental accounting fund to another for work or services provided. As they represent a “double counting” of expenditures, these amounts are deducted from the total operating budget to calculate the “net” budget.

INTERGOVERNMENTAL REVENUE: Contributions received from the State and Federal Government in the form of grants and shared revenues.

INTERNAL SERVICE FUND: Internal Service Funds are used to account for the financing of goods or services provided by one department of the city to other departments on a cost reimbursement basis.

INVESTMENTS: Securities and real estate held for the production of income in the form of interest, dividends, rentals, or lease payments. The term does not include assets used in city operations.

LEVY: To impose taxes, special assessments or service charges for the support of city services.

L LIABILITY: Debt or other legal obligations, arising out of transactions in the past, which must be liquidated, renewed, or refunded at some future date. Note: the term does not include encumbrances.

LONG-TERM DEBT: Debt with a maturity of more than one year after the date of issuance.

M MATURITIES: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

M MAINTENANCE: The upkeep of physical properties in condition for use or occupancy. Examples are the inspection of equipment to detect defects and the making of repairs.

MODIFIED ACCRUAL: The method of accounting under which revenues are recognized when they are both measurable and available to finance expenditures of the current period. Expenditures are recognized when the liability is incurred.

N NON-RECURRING: In reference to a supplemental program, that portion of costs or revenues that will only be incurred in the first year of implementation of the program. -O- **ORDINANCE:** A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

O OPERATING BUDGET: The plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

ORDINANCES: A formal legislative enactment by the governing board of a municipality. It is not in conflict with any higher form of law, such as state statute or constitutional provision; it has the full force and effect of law within the boundaries of the municipality to which it applies.

P PERFORMANCE MEASURE: A performance measure is a quantifiable¹ expression of the amount, cost, or result³ of activities² that indicate how much, how well, and at what level, products or services are provided to customers during a given time period.

PERSONNEL SERVICE: The costs associated with compensating employees for their labor.

PRINCIPAL OF BONDS: The face value of the bonds.

PROPRIETARY FUND: A fund established to account for a government's continuing business-type organizations and activities. All assets, liabilities, equities, revenues, expenses and transfers pertaining to these business organizations and activities are accounted for through proprietary funds. Both Enterprise and Internal service funds are classified as proprietary funds.

PROPERTY TAXES: Taxes are levied on both real and personal property according to the property's valuation and tax rate.

PURCHASE ORDER: A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

R **RECURRING:** In reference to a supplemental program, that portion of revenues or costs that will occur each year the program is funded.

REVENUES: Increases in governmental fund type net current assets from other than expenditure refunds and residual equity transfers.

REVENUE BONDS: Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

S **SERVICES AND CHARGES:** That grouping of accounts on the general ledger that include such expenditures as professional and contracted services from organizations outside the City, printing and binding costs, utilities, training, etc.

SPECIAL ASSESSMENT: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

SPECIAL REVENUE FUND: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

T **TAXES:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

TAX BASE: The total property valuations on which each taxing agency levies its tax rate.

TAX LEVY: The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

TAX RATE: The amount of tax levied for each \$100 of assessed valuation.

TAX ROLL: The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, for example, sanitation service charges.

TMRS: Texas Municipal Retirement System

TXDOT: Texas Department of Transportation

U

USER FEES: Charges for specific governmental services. These fees cover the cost of providing that service to the user (i.e. building permits). The key to effective utilization of user fees is being able to identify specific beneficiaries of services and then determine the full cost of the service they are consuming.

W

WORKLOAD MEASURE: Transactional measure to demonstrate workloads, capacity, and resource utilization. This type of reporting may include the number of transactions performed, hours expended, requests for assistance, number of people trained, etc.

WORKING CAPITAL: The amount by which total current assets exceed total current liabilities.

Y

YIELD: The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.

ORDINANCE NUMBER 942-2019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DICKINSON, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE CITY OF DICKINSON, TEXAS, FOR FISCAL YEAR 2019-2020; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH FISCAL YEAR AS REFLECTED IN SAID BUDGET; PROVIDING FOR THE INCORPORATION OF PREAMBLE; MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an annual budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020 has been duly created by the Mayor of the City of Dickinson, Texas, in accordance with Title Four (4), Chapter 102, Sections 102.002 and 102.003 of the Local Government Code; and

WHEREAS, the Mayor for the City of Dickinson filed the proposed budget with the City Secretary on the 23rd day of July 2019, and the proposed budget was made available for public inspection by the taxpayers in accordance with Title Four (4), Chapter 102, Section 102.005 of the Local Government Code; and

WHEREAS, a public hearing was held by the Dickinson City Council at its regular meeting place at the Dickinson City Hall, 4403 Highway 3, Dickinson, Texas, on September 10, 2019, in accordance with Title Four (4), Chapter 102, Section 102.006 of the Local Government Code at which time all citizens and parties of interest were given the opportunity to be heard regarding the proposed 2019-2020 fiscal year budget; and

WHEREAS, the City Council has considered the proposed budget and has made such changes therein as in the City Council's judgment were warranted by law and were in the best interest of the citizens and taxpayers of the City; and

WHEREAS, the City Council now finds that the proposed budget for Fiscal Year 2019-2020 should be approved and adopted.

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

Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The annual budget for the Fiscal Year 2019-2020 (attached hereto as Exhibit "A" and incorporated herein by reference the same as if set forth verbatim), including adjustments, is hereby approved and adopted. The City Secretary is hereby directed to place on said budget an endorsement to be sign by the City Secretary, which shall read as follows: "The Original Budget of the City of Dickinson, Texas, for the

Fiscal Year 2019-2020.” Such budget as thus endorsed shall be kept on file in the office of the City Secretary as a public record.

Section 3. The necessity for making and approving a budget for the fiscal year, as required by the laws of the State of Texas, requires that this ordinance shall take effect immediately from and after its passage, as the law in such case provides.

DULY PASSED, APPROVED AND ADOPTED on first and final reading this the 10th day of September 2019.



Julie Masters, Mayor
City of Dickinson, Texas



ATTEST:



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

APPROVED AS TO FORM AND CONTENT:



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

ORDINANCE NO. 942-2019
EXHIBIT A
CITY OF DICKINSON FY 2019-2020 PROPOSED BUDGET

EXPENDITURES	FY 17-18	FY 18-19	FY 18-19	FY 19-20	Increase/ (Decrease)
City Operating Funds	Actual	Projection	Budget	Budget	
General Fund					
Administration	426,347	499,622	478,200	591,550	113,350
Finance	286,101	228,771	276,600	343,350	66,750
Community Development	493,896	463,689	536,600	611,700	75,100
Municipal Court	325,440	298,307	339,600	348,600	9,000
Police Department	3,966,604	3,549,599	4,214,200	4,434,580	220,380
Fire Marshal	161,419	78,818	195,500	168,820	(26,680)
Emergency Management	164,825	155,454	192,200	119,200	(73,000)
Public Works	585,336	1,368,041	1,560,100	620,600	(939,500)
Information Technology	339,583	347,718	419,100	404,100	(15,000)
Library	326,828	305,551	419,100	419,550	450
EMS	1,031,487	904,559	1,004,800	1,151,700	146,900
City-Wide Services	5,187,689	680,213	1,129,500	939,120	(190,380)
Subtotal General Fund	13,295,555	8,880,342	10,765,500	10,152,870	(612,630)
General Fund Transfers	16,151	23,800	23,800	31,610	7,810
General Fund Capital					
Police Department	7,490	248,791	257,700	160,550	(97,150)
Public Works	-	79,935	565,000	562,000	(3,000)
Information Technology	6,336	1,069	19,000	56,000	37,000
EMS	-	-	-	250,000	250,000
City-Wide Services	16,151	-	1,000,000	-	(1,000,000)
Subtotal Capital	29,977	329,795	1,841,700	1,028,550	(813,150)
Total General Fund	13,341,683	9,233,937	12,631,000	11,213,030	(1,417,970)
Debt Service Fund	870,428	871,300	871,300	871,060	(240)
Municipal Drainage Fund	291,501	-	-	-	-
Street Maintenance Sales Tax Fund	911,785	265,469	2,326,000	3,397,400	1,071,400
Special Revenue Funds					
Miscellaneous Grants	9,336	1,667,000	3,500	3,500	-
Child Safety	2,076	599	500	450	(50)
Court Efficiency	1,483	4,041	12,596	12,600	4
Court Security	8,957	8,985	16,165	32,135	15,970
Court Technology	11,125	16,728	20,000	20,000	-
Federal Seized	38,128	193,350	131,400	102,400	(29,000)
State Seized	-	-	-	-	-
Library Grant Fund	3,842	-	6,000	6,000	-
Library Trust Fund	2,177	10,385	25,700	25,700	-
VOCA Grant	66,641	64,318	77,768	80,200	2,432
Hotel/Motel Tax Fund	-	-	314,000	-	(314,000)
Total Special Revenue Funds	143,765	1,965,406	607,629	282,985	(324,644)
PID #1	365,893	25,590	262,800	336,300	73,500
PID #2	3,900	3,900	3,900	3,900	-
Vehicle Replacement Fund	304,176	45,334	74,334	74,334	-
Building Maintenance Fund	21,022	113,700	265,000	275,000	10,000
TOTAL EXPENDITURES	16,254,153	12,524,636	17,041,963	16,454,009	(587,954)

DICKINSON ECONOMIC DEVELOPMENT CORPORATION
FISCAL YEAR 2019-2020 APPROVED BUDGET

Account Name	FY 17-18 Actual	FY 18-19 YTD	FY 18-19 Amended Budget	FY 19-20 Approved Budget	Increase/ (Decrease)
REVENUE					
Sales Tax Revenue	1,764,172	834,089	1,577,118	1,685,607	108,490
Miscellaneous Income	220,871	3,000	260,341	-	(260,341)
Rental Income		-	5,353	-	(5,353)
Interest Income	8,743	6,849	3,232	12,488	9,256
TOTAL REVENUE	1,993,786	843,938	1,846,044	1,698,095	(147,949)
EXPENDITURES					
Capital Outlays					
Computers/Office Equipment	2,739		3,000	5,200	2,200
Contractual Payments	26,027	-	26,027	26,027	-
Real Property Acquisition	234,193	175,644	234,193	419,738	185,545
Total Capital Outlays	262,959	175,644	263,220	450,965	187,745
Contract Services					
ED Consulting	2,500	500	15,000	10,000	(5,000)
Financial & Auditing		-	-	4,000	4,000
Contract Services	11,487		2,900	22,500	19,600
Legal	28,810	27,775	15,000	33,000	18,000
Branding & Marketing	17		-	45,000	45,000
Professional Services	21,391	84,021	20,000	50,000	30,000
Demolition Services	15,958		10,000	-	(10,000)
Administrative Services	32,333	32,333	32,333	32,333	-
Total Contract Services	112,497	144,629	95,233	196,833	101,600
Debt Service					
Interest	6,805		6,805	2,380	(4,425)
Principal	60,000		60,000	65,000	5,000
Total Debt Service	66,805	-	66,805	67,380	575
Projects & Programs					
Cedar Oaks/Sussan Property	31,117	14,000	75,000	17,325	(57,675)
Hughes Road Property	5,400	4,345	24,000	5,341	(18,659)
Hwy 3 Façade Improv. Prgm		-	28,000		(28,000)
Business Retention Prgm		-	3,000	3,500	500
Visual Improvement Prgm	-	-	80,000	80,000	-
Adopt-A-Street Program		-	3,820	-	(3,820)
Project & Property Design Fees	-	-	50,000	-	(50,000)
Public Market Project	394,715	174,163	560,000	1,000,000	440,000
Harvey Relief	199,994		200,000	-	(200,000)
DVFD	50,000		50,000	-	(50,000)
Engineering Professional Services			65,000	50,000	(15,000)
Total Projects & Programs	681,225	192,508	1,138,820	1,156,166	17,346

DICKINSON ECONOMIC DEVELOPMENT CORPORATION
FISCAL YEAR 2019-2020 APPROVED BUDGET

Account Name	FY 17-18 Actual	FY 18-19 YTD	FY 18-19 Amended Budget	FY 19-20 Approved Budget	Increase/ (Decrease)
Museum-Tourism					
Building & Property Maint.	19,793	6,251	52,154	19,000	(33,154)
Dues, Subscriptions & Books	1,015	250	900	-	(900)
Marketing & Advertising	4,161		5,000	-	(5,000)
Office Supplies	7,341		5,500	-	(5,500)
Property/Liability Insurance	1,505		10,000	-	(10,000)
Utilities	13,911	1,087	20,000	-	(20,000)
Total Museum-Tourism	47,725	7,588	93,554	19,000	(74,554)
DEDC Administration/Operations					
Building Maintenance	1,430	13,772	500	16,500	16,000
Bank Service Charges	189		367	367	-
Dues, Subscriptions & Books	1,775	1,827	5,500	6,400	900
Marketing & Promotions	21,375	9,447	20,000	25,000	5,000
Office Supplies & Postage	229	3,427	2,000	4,500	2,500
Personnel Services			-	-	-
Special Projects	1,500		10,000	8,600	(1,400)
Keep Dickinson Beautiful	-	-	-	7,500	7,500
Festival of Lights	-	-	-	36,400	36,400
Property/Liability Insurance	-	-	-	10,000	10,000
Public Official/E&O Insurance	860		1,167	1,167	-
Travel & Training	15,312	6,149	15,000	15,000	-
Utilities		7,203	492	11,500	11,008
Total Admin./Operations	42,671	41,826	55,026	142,934	87,908
Salary & Benefits					
Base Salary	194,098	85,905	221,731	165,000	(56,731)
Overtime		-	-	-	-
PTE Salary	3,514	250	21,179	1,500	(19,679)
Car Allowance	9,600	10,800	10,800	6,000	(4,800)
Cell Phone Allowance	1,100	1,200	1,200	4,800	3,600
Cert./Edu. Pay	-	-	1,920	1,920	-
Longevity Pay	900	860	900		(900)
FICA Tax (Social Security)	6,395	1,246	8,749	1,445	(7,304)
Payroll Tax (Medicare)	3,561	5,326	3,737	3,702	(35)
Unemployment Tax (TWC)	1,864	750	855	765	(90)
Retirement (TMRS)	9,373	8,316	14,764	21,386	6,622
Employee Group Insurance	25,073	2,500	26,874	32,709	5,835
Total Worker's Comp	435	500	464	460	(4)
Comp Absences Expense			-	-	-
Total Salary & Benefits	255,914	117,652	313,173	239,687	(73,486)
TOTAL EXPENDITURES	1,469,796	679,847	2,025,831	2,272,964	247,133
REVENUE - EXPENDITURES	523,989	164,091	(179,787)	(574,869)	(395,082)
BEGINNING FUND BALANCE	1,584,501	2,108,490	2,108,490	2,108,490	
ENDING FUND BALANCE	2,108,490	2,272,581	1,928,703	1,533,621	

**Dickinson Management District #1
Fiscal Year 2020 Adopted Budget**

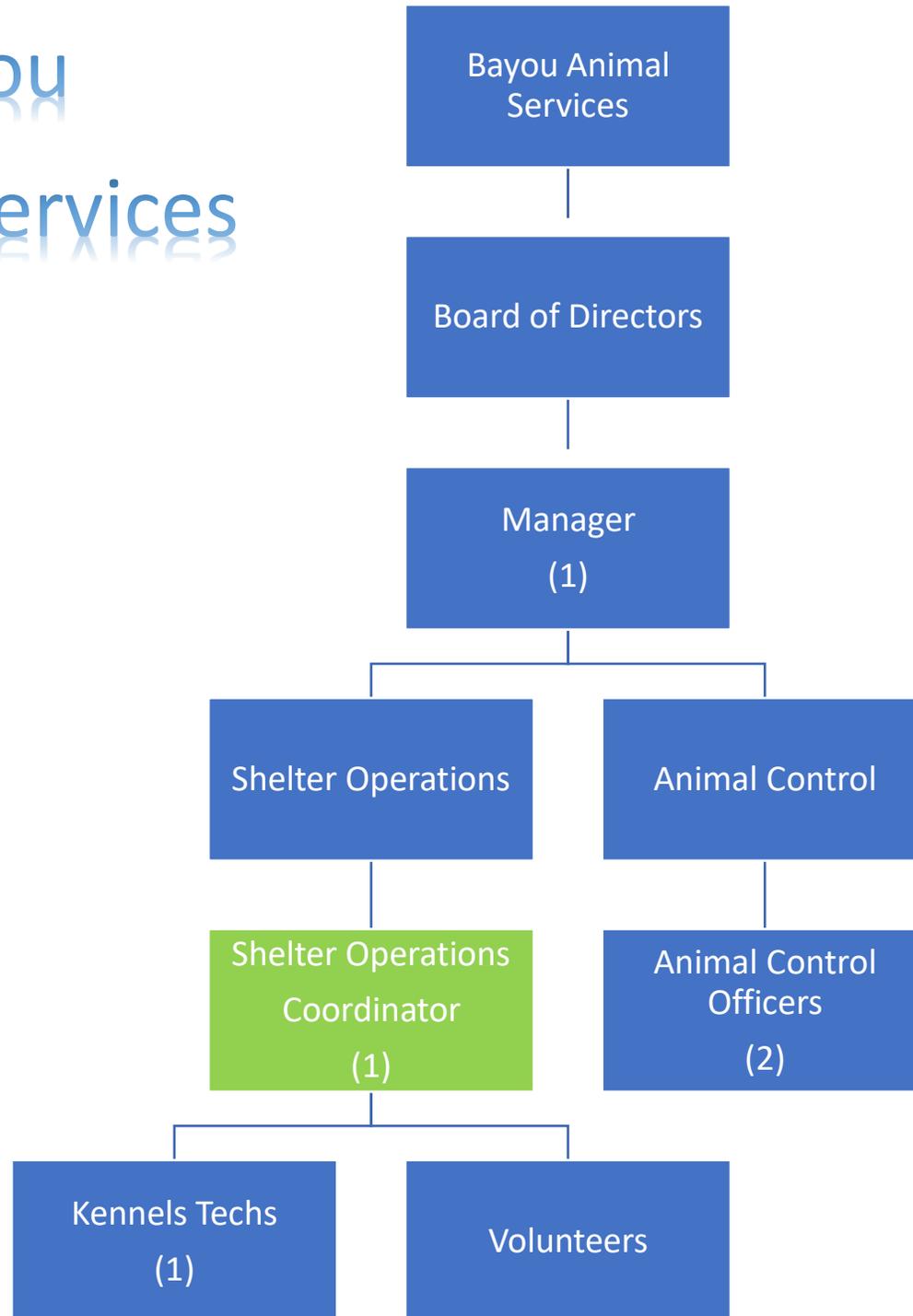
<u>Description</u>	FY2017	FY2018	FY19	FY20
	<u>ACTUALS</u>	<u>ACTUALS</u>	<u>CURRENT BUDGET</u>	<u>PROPOSED BUDGET</u>
SALES TAX REVENUE	\$ (3,214,388.99)	\$ (3,438,607.89)	\$ (3,347,800.00)	\$ (3,450,000.00)
INTEREST INCOME	\$ (2,632.69)	\$ (4,682.29)	\$ (2,500.00)	\$ (4,500.00)
Operating Revenue	<u>\$ (3,217,021.68)</u>	<u>\$ (3,443,290.18)</u>	<u>\$ (3,350,300.00)</u>	<u>\$ (3,454,500.00)</u>
ARCHROCK REFUND 380 GRANT				
REFND SALES TAX TO COMPTROLLER				
Net Effect of Sales Tax Refund				
HOLIDAY DECORATIONS	\$ 66,081.82	\$ 36,514.91	\$ 65,500.00	\$ 65,500.00
OFFICE SUPPLIES & POSTAGE	\$ 12.87	\$ 1.89	\$ 500.00	\$ 500.00
STREET LIGHTS	\$ 9,454.30	\$ -	\$ 9,500.00	\$ 8,000.00
DEMOLITION SERVICES	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
CONTRACT SERVICES	\$ -	\$ -	\$ 35,000.00	\$ 10,000.00
LEGAL FEES	\$ 2,034.35	\$ 1,450.34	\$ 5,000.00	\$ 5,000.00
PROFESSIONAL SERVICES	\$ -	\$ 1,520.00	\$ 50,000.00	\$ 50,000.00
CONNECT CTY SERVICE	\$ 8,363.00	\$ 6,309.63	\$ 8,400.00	\$ 8,400.00
380 GRANT PAYMENTS	\$ 2,263,543.47	\$ 2,431,396.44	\$ 2,343,500.00	\$ 2,449,500.00
ROW MOWING	\$ 38,005.00	\$ 38,005.00	\$ 38,005.00	\$ 38,005.00
LEGISLATIVE SERVICES	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
EMS STRETCHER	\$ 43,000.00	\$ -	\$ -	\$ -
EMS TABLETS	\$ 7,143.53	\$ -	\$ -	\$ -
CARDIAC MONITORS	\$ -	\$ 34,000.00	\$ -	\$ -
TRANSFER TO VERF	\$ 304,000.00	\$ 190,338.00	\$ 249,000.00	\$ -
INSURANCE	\$ 1,458.00	\$ 1,458.00	\$ 1,500.00	\$ 1,500.00
TRNSFR TO GENERAL FUND	\$ -	\$ -	\$ -	\$ 150,000.00
TRNSFR TO STREETS MAINTENANCE	\$ -	\$ -	\$ -	\$ 100,000.00
TRANSFER TO EMS	\$ 443,497.00	\$ 353,795.43	\$ 254,400.00	\$ -
AUDIT SERVICES	\$ 3,636.00		\$ 5,500.00	\$ 5,500.00
FINANCE SERVICES	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
FIXED ROUTE BUS SERVICE	\$ 47,645.00	\$ 47,645.00	\$ 47,600.00	\$ 47,600.00
LOCAL MATCH-BUS STOP IMP	\$ -	\$ -	\$ 20,000.00	\$ 20,000.00
RW&B SPONSORSHIP	\$ 25,000.00	\$ -	\$ -	\$ -
SURVEY SERVICES	\$ 1,140.00	\$ -	\$ -	\$ -
DVFD GRANTS	\$ -	\$ 50,000.00	\$ -	\$ -
Operating Expenses	<u>\$ 3,338,014.34</u>	<u>\$ 3,266,434.64</u>	<u>\$ 3,207,405.00</u>	<u>\$ 3,033,505.00</u>
Total Expenses	<u>\$ 3,338,014.34</u>	<u>\$ 3,266,434.64</u>	<u>\$ 3,207,405.00</u>	<u>\$ 3,033,505.00</u>
Net Income	<u>\$ 120,992.66</u>	<u>\$ (176,855.54)</u>	<u>\$ (142,895.00)</u>	<u>\$ (420,995.00)</u>

BAYOU ANIMAL SERVICES CORPORATION
FY 19-20 ADOPTED BUDGET
FUND 42

The Bayou Animal Services Corporation (BAS) is a non-profit local government corporation established in 2016 for animal control and sheltering services. Bayou Animal Services is currently funded primarily by three participating cities: Clear LakeShores, Santa Fe, and Dickinson. The BAS consists of a seven member board appointed by City Council. Its budget is also approved by City Council.

PERSONNEL COUNTS	FY 17-18 ACTUAL	FY 18-19 ORIGINAL BUDGET	FY 19-20 BUDGET
Manager	-	-	1.0
Shelter Operations Manager	-	-	1.0
Animal Control Officers	-	-	2.0
Kennel Techs	-	-	1.0
TOTAL FTE	-	-	5.0

Bayou Animal Services



FTE = 5

BAYOU ANIMAL SERVICES CORPORATION

FY 19-20 ADOPTED BUDGET

FUND 42

The Bayou Animal Services Corporation (BAS) is a non-profit local government corporation established in 2016 for animal control and sheltering services. The BAS is currently funded primarily by three participating cities: Clear Lake Shores, Santa Fe, and Dickinson. Dickinson City Council approves the budget and also appoints the seven-member board for BAS.

ACCOUNT	ACCOUNT NAME	FY 17-18 ACTUAL	FY 18-19 BUDGET	FY 19-20 ORIGINAL BUDGET	INCREASE/ DECREASE
BEGINNING FUND BALANCE		\$581,925	\$1,069,293	(36,426)	
REVENUE					
FEES & DONATIONS					
7346	Code Compliance Fees	1,751	1,000	1,500	500
7610	Credit Card Conv. Fees	(1)	-	-	-
7621	Interest	15	100	100	-
7640	Donations	26,717	15,000	28,500	13,500
7641	Adoption Fee	5,910	5,500	8,000	2,500
7642	Pet Registration Fees	-	100	1,000	900
7643	Impoundment Fees	700	500	2,000	1,500.00
TOTAL FEES & DONATIONS		\$ 35,092	\$22,200	\$41,100	\$18,900
GRANTS		512,532	-		
INTERLOCAL CONTRIBUTIONS					
7711	Clear Lake Shores	8,684	7,798	8,500	702
7714	Santa Fe	96,846	89,662	95,000	5,338
7718	Dickinson	151,506	135,800	146,800	11,000
TOTAL INTERLOCAL		\$257,036	\$233,260	\$250,300	\$17,040
TOTAL REVENUE		\$ 804,660	\$255,460	\$291,400	\$35,940
TOTAL AVAILABLE FUNDS FOR APPROPRIATION		\$1,386,585	\$1,324,753	\$254,974	
EXPENDITURES					
PERSONNEL SERVICES					
42-8101-42-00	Base Salary	228,285	118,641	146,000	27,359
42-8102-42-00	Overtime	-	14,000	10,000	(4,000)
42-8104-42-00	PTE Salary	-	51,235	35,000	(16,235)
42-8110-42-00	Cell Phone Allowance	-	660	1,450	790
42-8114-42-00	Longevity Pay	-	290	290	-
42-8150-42-00	FICA Tax	-	-	2,200	2,200
42-8151-42-00	Payroll Tax	-	2,680	2,500	(180)
42-8152-42-00	Unemployment Tax	179	1,026	1,000	(26)
42-8153-42-00	Retirement	0	17,036	18,000	964
42-8155-42-00	Employee Group Insurance	362	29,820	35,000	5,180
42-8156-42-00	Worker's Comp	-	3,223	4,500	1,277
42-8524-42-00	Contract Services	4,121	-	-	-
TOTAL SALARY & BENEFITS		\$232,956	\$238,611	\$255,940	\$17,329

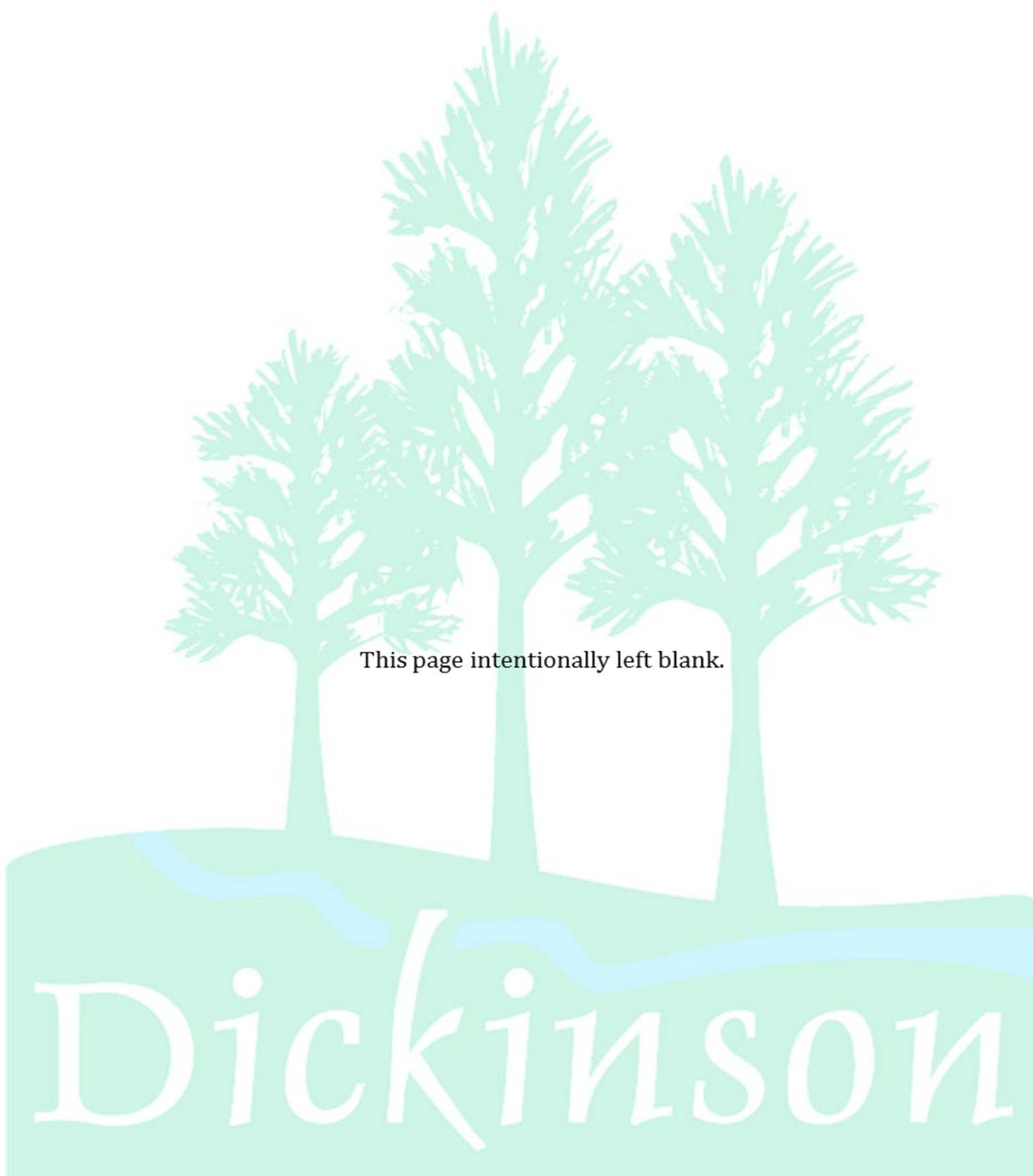
OPERATIONS

8203-42	Building & Kitchen Supplies	-	-	-	-
8204-42	Fuel	7,689	8,000	6,000	(2,000)
8207-42	Janitorial Supplies	362	1,500	2,000	500
8210-42	Office Supplies	2,698	3,000	3,000	-
8212-42	Operational Supplies	5,118	5,000	7,500	2,500
8213-42	Uniforms & Apparel	509	1,000	1,000	-
8301-42	Building & Property Maint.	2,376	3,000	3,000	-
8307-42	Vehicle Maintenance	5,239	2,500	2,500	-
8402-42	Travel & Training	489	5,000	5,000	-
8403-42	Dues/ Subscriptions	399	360	360	-
8407-42	Comm. Pagers/ Phones	10,362	10,158	5,000	(5,158)
8417-42	Utilities	-	8,050	6,500	(1,550)
8426-42	Animal Food	220	1,000	1,500	500
8515-42	Legal Services	-	-	-	-
8524-42	Veterinarian Services	9,967	5,000	7,500	2,500
8601-42	Building Lease	182	-	-	-
8602-42	Comp. Equip. & Software	3,071	1,000	1,000	-
8604-42	Furniture & Equipment	915	1,000	1,000	-
TOTAL OPERATIONS		\$49,594	55,568	\$52,860	(2,708)

CAPITAL PURCHASES

Lease Purchased Veh & Equip	-	17,000	13,320	
New Animal Shelter	34,750	1,050,000	-	
TOTAL CAPITAL PURCHASES	34,750	\$1,067,000	\$13,320	
TOTAL EXPENDITURES	\$317,300	\$1,361,179	\$322,120	
REVENUE - EXPENDITURES	\$487,360	(\$1,105,719)	(\$30,720)	
ENDING FUND BALANCE	\$1,069,285	(36,426)	(\$67,146)	

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An illustration featuring three stylized evergreen trees of varying heights on a green hill. A light blue stream flows across the base of the hill. The name "Dickinson" is written in a white, serif font across the bottom of the hill.

Dickinson