

Annual Operating Budget  
For the period ending  
September 30, 2005



Prepared by:  
The Human Resource & Finance Department



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September 17, 2004

To the Honorable Mayor, Council Members, and Citizens of Dickinson:

It is our pleasure to present the Fiscal Year 2005 Annual Operating Budget for the City of Dickinson, Texas, in accordance with the provisions of the City Charter.

The 2005 Budget provides a balanced budget to Council that does not use any of the City's general fund balance and also meet the priorities established by the Council. In summary the Council priorities are:

- To maintain present service levels in Code Enforcement and Policing
- Continue Vehicle Replacement Schedule
- Continue Street Construction and Drainage Improvements.
- A new program that enable the Street Department to clean blocked culvert pipes
- The issuance of Certificates of Obligation to fund the City Hall Complex, Library, Fire Station, Training Facility and Depot Restoration

The City Council has approved for four part-time civilian jailers. A part-time position in Human Resource and Finance has been added due to transition of Human Resource activities from the department of Administration. Additional 24 working hours granted to part-time employees of Municipal Court.

**General Fund** - Total budgeted General Fund revenues from all sources for all funds except for funds accrued in prior fiscal year are estimated to be \$6,996,640.00. Total budgeted expenditures are \$6,989,422.00 for fiscal year ended September 30, 2004. A brief overview of the budget process follows:

City Council approved in FY 2003 the establishment of a new fund entitled Sales Tax Fund which funds the Sales Tax revenues received from the Texas State Comptroller's office. The purpose of this special fund is to record and account for all sales tax revenues receipted separable. The City has offered incentive grants for commercial businesses relocating within the City through the use of Chapter 380 economic development programs. The expenditures include inter-fund transfers to the General and 4B Economic Development Funds and grant programs for 380 Sales Tax partners.



Additional approved Funds included in this budget document are as follows:

**Debt Service Fund** – consists of Ad Valorem property tax revenues and debt expenditures

**Special Revenues Fund** consists of special funds assessed by the Municipal Court System that includes security, judicial efficiency and information technology fees collected through the municipal court system

**Drainage Utility Fund** consists of the special assessment fees for all residential, commercial, and industrial entities with the City of Dickinson. These fees are used exclusively for drainage improvements

**4B Economic Development Fund** consists of the additional ½ cent sales tax collected for the purpose of promoting economic development within the City of Dickinson. These funds are under the control of the Dickinson Economic Development Corporation. This fiscal year the Dickinson Economic Development Corporation Board of Directors approved their budget for the purpose of funding improved streets and roads within the City of Dickinson.

**Capital Project Fund** does not consist of any specific capital project as the City has not yet issued Certificate of Obligation. Major capital project for this upcoming year include the renovation of City Hall Complex, Mares Memorial Library, Fire Station, Training Facility and Depot Restoration that is not funded. This will not impact the operational budget this year due to financing that will be appropriated through the issuance of Certificate of Obligation.

**Compensation, Benefits and Staffing** – Four part time jailer positions have been included in this year’s budget. The number of regular full-time city employees is 62 and part-time employees is 20 at a total wage and benefit cost of \$ 3,775,574.33 . The city continues to provide complete health care package, to all full time employees for all of their health care needs. The city also continues to pay the Certification/Education pay to a maximum of \$250.00 per month and Longevity pay of \$60.00 per year. As agreed by the Council, Pay for performance has been budgeted at 5 % of the base salary. However the actual Pay for Performance expense may range from 2% to 5% depending on the employees work performance during the year.

## Budget Process

The overall goal of the City’s fiscal policy is to establish and maintain effective management of financial resources. The policies and procedures used in the preparation and management of the annual operating budget assist’s in providing the foundation for achieving this goal. The City uses the modified accrual basis of accounting for governmental types of funds. The modified accrual basis of accounting recognizes revenues with both “measurable and available”. Operating statements, therefore, reflect changes in net current assets from revenues, expenditures, inter-fund transfers and debt proceeds.



## **Acknowledgments**

Department Heads and Staff members came together as a team to meet the challenges in our future. We would like to extend our sincere appreciation to each Department Head and their support staff for the assistance they provided in the preparation of this budget that will satisfy the needs of the citizens of this community. We would also like to extend our thanks to the Mayor and the City Council members for their continued support and interest in this community.

Sincerely,

**Ivan Langford, III**  
City Administrator

**Usha J. Mathew**  
Chief Financial Officer



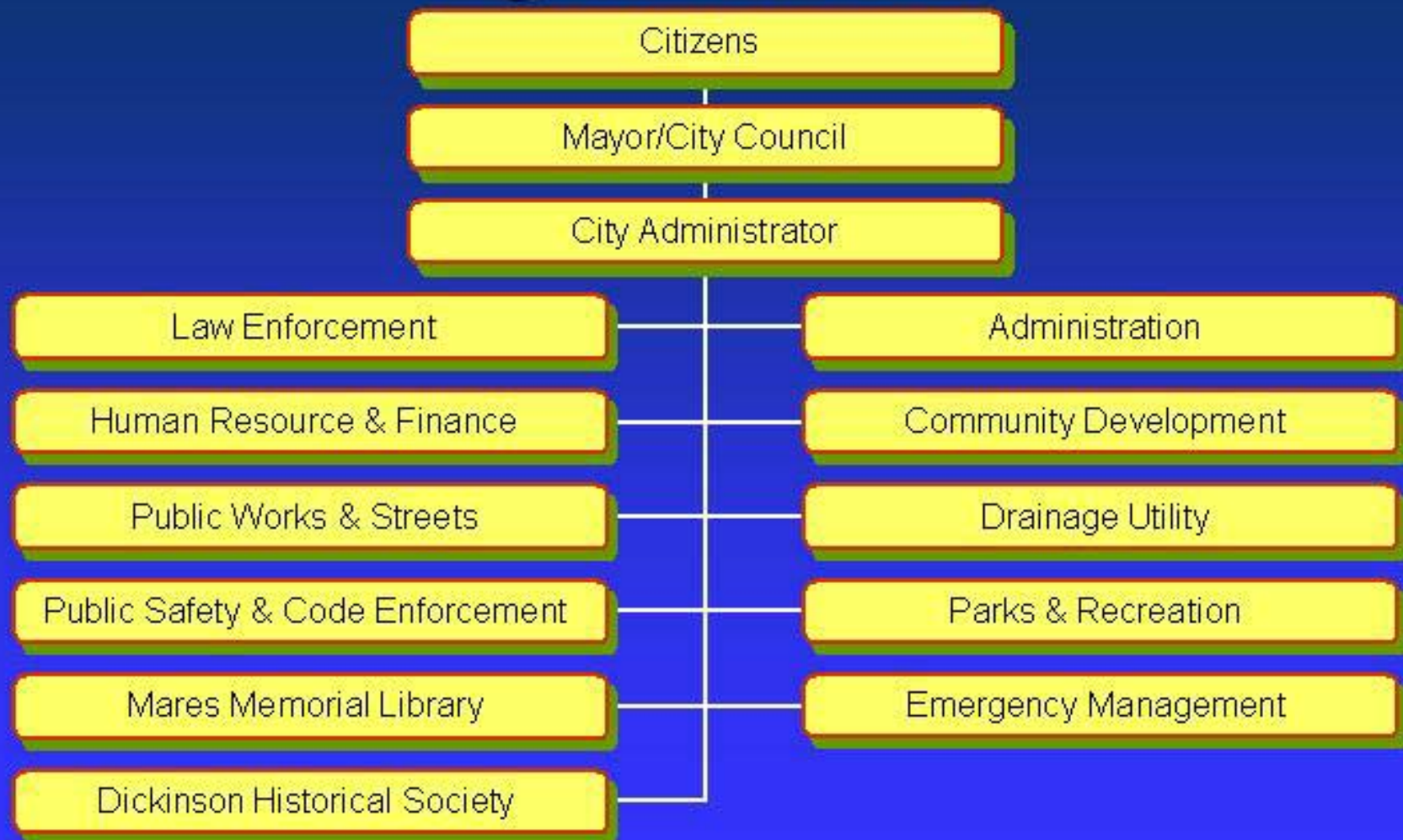
## City of Dickinson, Texas History and Form of Government

Dickinson, Texas is located in Galveston County, 30 miles south of Houston and 20 miles north of Galveston. The history of Dickinson began on August 19, 1824 when John Dickinson was granted a strip of land on the banks of Clear Creek from the Mexican government. A surveyor and adventurer, Dickinson's family was one of 300 led by Stephen F. Austin to colonize land granted by Mexico. As a result, this area became the first settlement on the mainland of Galveston County.

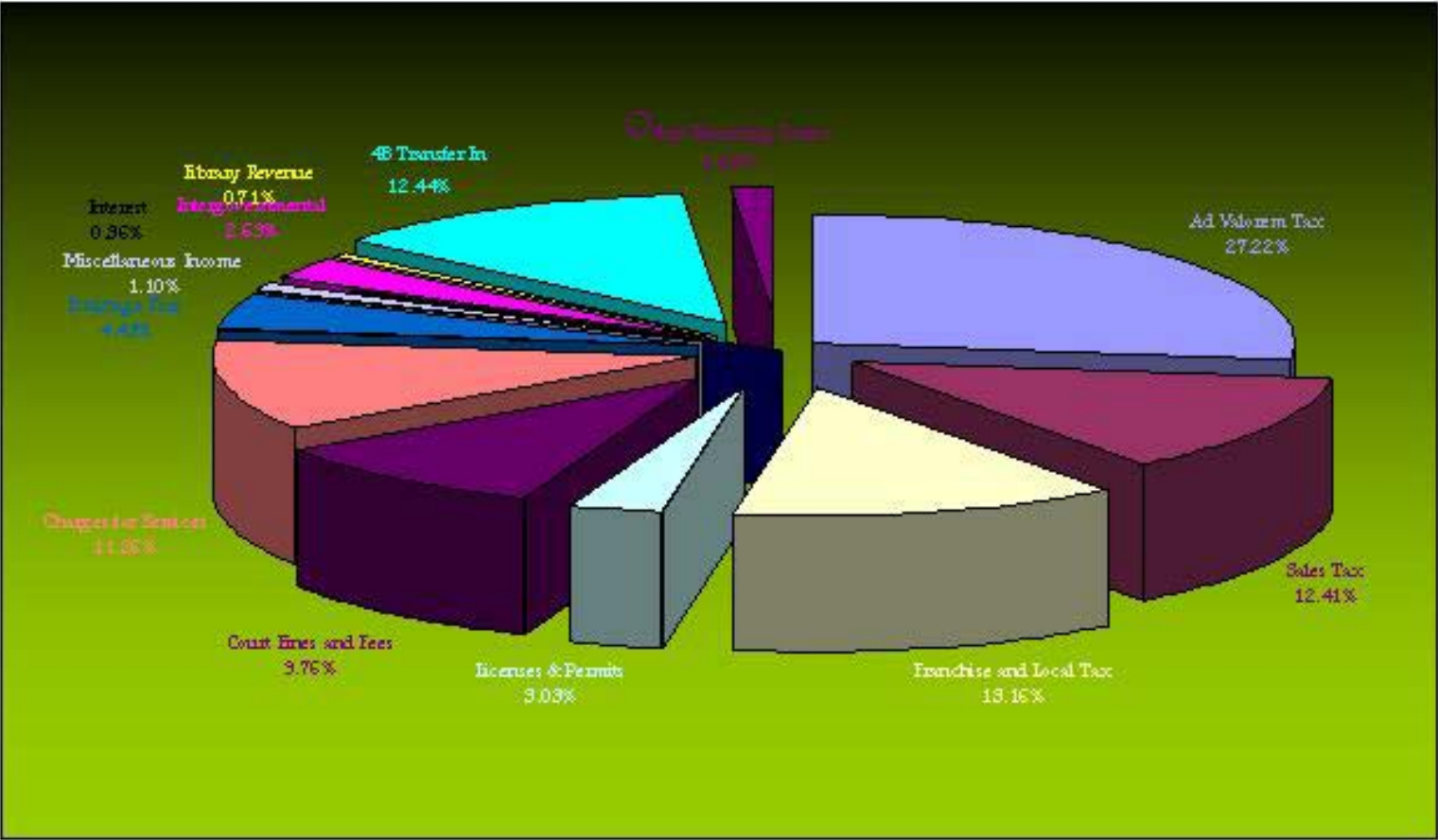
In 1856, construction was begun on the Galveston, Houston and Henderson Railroad. The Dickinson Picnic Grounds and the Flying Kite horse race track were popular attractions in the late 1800's. During that time, Dickinson became known as the Strawberry Capitol of the World. A new railroad depot was completed in 1902 to replace the original 1859 structure destroyed by fire in 1900, and remains one of Dickinson's historical landmarks.

The Village of Dickinson, Texas was incorporated by virtue of an election held before residents on August 13, 1977. By way of ordinance, the Village became a City on December 14, 1982. The City of Dickinson has adopted a Mayor-Council form of Government. The Council is comprised of a Mayor and six Council Members. The Mayor and Council members are elected at large by position and serve three-year terms. A City Administrator is appointed by the Council and is responsible for implementation of Council Policy and all day to day operations of the City. The City is approximately 10.7 square miles in area. Currently, the city's population is estimated to be 18,000.

# City of Dickinson Organization Chart



# FY 2005 General Fund Revenue



## General Fund Revenue

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Ad Valorem Tax</u></b>					
01-7101	Current Property Tax	1,602,204.87	1,677,213.88	1,676,710.00	1,838,432.00
01-7102	Delinquent Property Tax	-	46,410.34	32,500.00	37,200.00
01-7103	Penalty and Interest	50,628.25	28,456.91	20,390.00	28,600.00
01-7104	Special Inventory Tax			400.00	
		<b>1,652,833.12</b>	<b>1,752,081.13</b>	<b>1,730,000.00</b>	<b>1,904,232.00</b>
<b><u>Franchise &amp; Local Taxes</u></b>					
01-7201	Retained Refuse Sales Tax	7,641.12	8,375.86	10,000.00	11,000.00
01-7202	Bingo Tax	1,142.44	811.47	2,000.00	1,500.00
01-7203	Hotel & Motel Occupancy Tax	1,512.49	16,510.48	-	23,600.00
01-7204	Mixed Drink Tax	39,818.44	31,561.65	49,500.00	42,000.00
01-7206	Centerpoint Gas Franchise Tax	61,021.03	60,903.82	49,500.00	70,000.00
01-7207	Verizon & Telecommunications	62,641.78	62,950.40	92,500.00	82,000.00
01-7208	Centerpoint Energy Franchise Tax	3,926.81	4,601.52	5,000.00	6,000.00
01-7209	Time Warner Cable Franchise	67,410.36	110,930.78	112,500.00	150,000.00
01-7210	Texas New Mexico Power Franchise	537,992.83	363,258.65	520,000.00	535,000.00
		<b>783,107.30</b>	<b>659,904.63</b>	<b>841,000.00</b>	<b>921,100.00</b>
<b><u>Licenses &amp; Permits</u></b>					
01-7301	Alcohol Beverage License	3,962.50	2,562.50	3,000.00	3,000.00
01-7302	Pawn Shop License	50.00	50.00	50.00	50.00
01-7303	Mobile Home Park License	850.00	430.00	750.00	500.00
01-7304	Electrical License	6,822.75	6,770.00	7,000.00	7,000.00
01-7305	Electrical Permit	22,007.05	12,742.75	20,000.00	20,000.00
01-7306	Building Permit	108,796.70	97,916.50	90,600.00	110,000.00
01-7307	Mechanical Permit	6,461.00	7,044.25	5,000.00	7,500.00
01-7308	Re-inspection Fee	250.00	1,235.00	1,500.00	1,500.00
01-7309	Plumbing Permit	34,827.75	21,802.75	30,000.00	27,000.00
01-7310	Mobile Home License	390.00	595.00	400.00	500.00
01-7311	Demolition Permit	525.00	300.00	750.00	500.00
01-7312	Fire Protection Permit	315.00	2,435.25	100.00	2,000.00
01-7313	Peddler/Vendor Permit	735.00	780.00	750.00	750.00
01-7314	Plat Filing Fee	25.00	257.50	100.00	250.00
01-7315	Drainage Permit		9,646.65	18,000.00	10,000.00

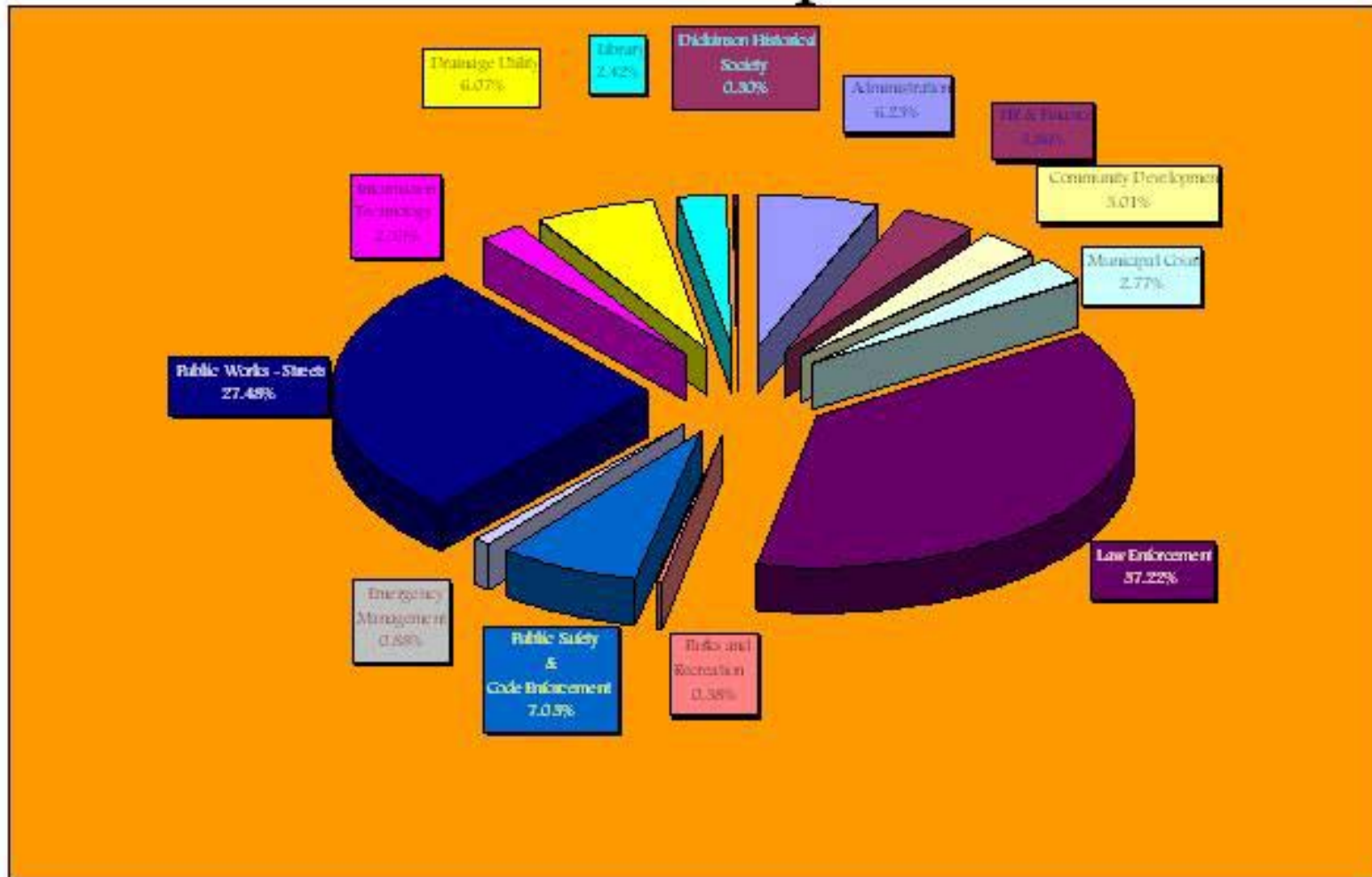
## General Fund Revenue

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Licenses &amp; Permits (Continued)</u></b>					
01-7316	Wrecker Permit	1,450.00	1,070.00	400.00	1,000.00
01-7317	Drilling Permit	25.00	-	-	-
01-7319	House Moving Permit	200.00		200.00	200.00
01-7321	Alarm License & Fees	5,340.00	4,900.65	5,000.00	5,000.00
01-7325	Coin Operated Machine Permits	4,020.00	5,815.00	500.00	5,000.00
01-7331	General Contractor License	2,485.00	4,410.00	2,500.00	3,000.00
01-7340	Tree Removal Fee	250.00	3,360.00	300.00	1,000.00
01-7341	Planning Development Fee	1,704.00	3,732.50	2,000.00	3,000.00
01-7342	Other Business Permits	-	2,500.00	-	2,500.00
01-7343	Zoning Signage Fees	2,950.00	4,150.00	1,000.00	1,000.00
		<b>204,441.75</b>	<b>194,506.30</b>	<b>189,900.00</b>	<b>212,250.00</b>
<b><u>Court Fines &amp; Fees</u></b>					
01-7401	Court Fine	341,861.96	472,702.66	488,924.00	572,300.00
01-7402	Warrant Fee	70,968.92	72,698.33	71,076.00	90,720.00
01-7403	Court Tax Fee - 10% Rebate of State Fees				20,000.00
01-7404	Warrant Fines and Fees	258,225.72	-	-	-
		<b>671,056.60</b>	<b>545,400.99</b>	<b>560,000.00</b>	<b>683,020.00</b>
<b><u>Charges for Services</u></b>					
01-7501	Garbage Fees-Residential	561,701.77	432,161.87	600,000.00	580,000.00
01-7502	City Fees - Residential	147,705.05	107,518.50	112,800.00	143,000.00
01-7503	City Fees - Commercial	87,297.00	48,933.99	70,000.00	65,000.00
01-7506	Discounts on Sales Tax	137.88	140.61	200.00	150.00
		<b>796,841.70</b>	<b>588,754.97</b>	<b>783,000.00</b>	<b>788,150.00</b>
<b><u>Miscellaneous Income</u></b>					
01-7601	Accident Report Fee	3,985.00	2,858.00	2,500.00	3,000.00
01-7603	Miscellaneous Income	6,690.94	6,114.97	4,000.00	2,000.00
01-7604	Rental Income	65.15	233.75	-	200.00
01-7607	Inmate Phone Commissions	2,446.66	1,854.92	1,000.00	2,000.00
01-7608	Festival Donations	-	1,600.00	-	-
01-7609	Law Enforcement Income	141,218.00	-	-	-
01-7610	Convenience Credit Card Usage Fee	1,843.60	1,150.57	1,100.00	1,000.00

## General Fund Revenue

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Miscellaneous Income (Continued)</u></b>					
01-7616	Developer Drainage Funds - Church Street	-	-	-	56,000.00
01-7617	Auction Proceeds	13,154.40	17,860.05	-	10,000.00
01-7620	Real Property Sale Income	-	241,506.04	-	-
01-7621	Interest Income	43,525.80	21,908.12	37,500.00	25,000.00
01-7622	Recycling Program Rebate	4,010.36	1,587.46	2,900.00	2,500.00
01-7623	Miscellaneous Income - Individuals	1,650.00	-	-	-
01-7624	Miscellaneous Income - Francis Drilling Co.	357.00	-	-	-
01-7626	Railroad Depot Revenue	-	89,791.97	-	-
		<b>218,946.91</b>	<b>386,465.85</b>	<b>49,000.00</b>	<b>101,700.00</b>
<b><u>Intergovernmental</u></b>					
01-7701	D.I.S.D. Contract	65,001.99	114,180.00	104,691.00	113,400.00
01-7702	Federal E.M. Assistance	17,791.96	27,326.04	26,000.00	28,000.00
01-7703	Narc. Task Force Grant	31,271.85	-	-	-
01-7704	WCID#1 Dispatch Contract	12,662.50	6,939.25	11,000.00	-
01-7710	Dickinson Education Finance Corporation	33,000.00	-	15,000.00	-
01-7711	Clearlake Shores Fire Inspection Contract	-	-	-	8,000.00
01-7715	Mares Memorial Library Revenue	-	32,000.00	50,000.00	50,000.00
01-7716	Dickinson Historical Society	13,029.96	7,340.48	9,500.00	-
01-7722	Auto Crimes Task Force Grant	-	17,957.70	33,255.00	38,500.00
		<b>172,758.26</b>	<b>205,743.47</b>	<b>249,446.00</b>	<b>237,900.00</b>
<b><u>Other Financing Sources</u></b>					
01-7723	Transfer In - Special Revenue Funds	-	-	10,265.00	-
01-7725	Transfer In - Drainage Utility Funds	227,718.00	227,764.23	320,000.00	310,000.00
01-7726	Transfer In - Dksn Economic Dev. Corp.	-	153,461.53	1,036,764.00	870,288.00
01-7727	Transfer In - Sales Tax Funds	-	713,458.63	829,200.00	868,000.00
01-7921	Proceeds from Bond Issuance - City Hall	-	-	-	100,000.00
01-7926	Proceeds from Anticipation Tax Series Note	329,000.00	42,236.00	279,000.00	-
		<b>556,718.00</b>	<b>1,136,920.39</b>	<b>2,475,229.00</b>	<b>2,148,288.00</b>
<b>Total General Fund Revenue</b>		<b>5,056,703.64</b>	<b>5,469,777.73</b>	<b>6,877,575.00</b>	<b>6,996,640.00</b>

# FY 2005 General Fund Expenditures



# Administration

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## Department Overview

Administration is responsible for carrying out the policies established by the City Council and ensures the efficient delivery of city services. Recommendations are made to the City Council concerning policies and programs through this department. The City Administrator and City Secretary are appointed by the Mayor and City Council.

The City Administrator is responsible for the day to day operations of all city departments and preparation for the annual city budget. The City Secretary maintains the official records of the City and prepares all City Council agendas and minutes.

### Achievements for 2004

- Coordinated efforts for the sale and purchase of various properties in preparation of the remodeling of City Hall, Library, and Municipal Court buildings.
- Coordinated efforts of staff and Architect in the design of the proposed remodeling of City Hall, Library, Municipal Court buildings, new Fire Station, Joint Training Facility and Historic Railroad Depot restoration projects.
- Coordinated efforts of private developers as 12 new residential subdivisions come “on-line” within the city limits.
- City of Dickinson Code of Ordinances codification has been updated in all Code books and on the Internet through agreements with Municipal Code Corporation.

### Goals for 2005

- Finalize updated Personnel Policy Manual for city employees.
- Coordinate movement of all permanent records of the City to Iron Mountain storage facilities in Houston.
- Continue coordination of municipal facilities remodeling and construction projects.
- Continue coordination of new developments with internal departments and external agencies
- Reconstruct and publish the City’s Office records retention schedule
- Continue work in Municipal Clerk certification
- Prepare permanent records for storage at Iron Mountain

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
City Administrator	1.00	1.00	0.50	0.50
City Secretary	1.00	1.00	1.00	1.00
Part-Time Clerk*	0.00	0.50	0.50	0.65
Full-Time Clerk	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0.00</u>
<b>Department Total</b>	<b>2.00</b>	<b>2.50</b>	<b>3.00</b>	<b>2.15</b>

- Shared with Public Works for administrative secretary duties until 2004

## Administration

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>				
01-8101-01 FTE Base Salary & Wages	81,081.53	81,968.15	106,083.50	113,400.00
01-8102-01 Overtime Pay	-	30.04	-	-
01-8105-01 Vehicle Allowance	-	5,250.00	7,000.00	8,100.00
01-8113-01 Certification/Education Pay				648.00
01-8114-01 Longevity Pay	292.50	66.50	324.00	85.00
01-8151-01 Payroll Tax	1,870.53	2,121.36	2,476.00	1,772.00
01-8152-01 Unemployment Tax	209.80	584.10	378.00	632.00
01-8153-01 Retirement (TMRS)	4,887.32	6,952.56	9,247.75	12,663.00
01-8155-01 Employee Group Insurance	14,051.66	(9,068.36)	18,260.75	13,279.00
01-8156-01 Worker's Compensation	822.11	176.62	225.00	235.00
	<b>103,215.45</b>	<b>88,080.97</b>	<b>143,995.00</b>	<b>150,814.00</b>
<b><u>Supplies</u></b>				
01-8203-01 Kitchen Supplies	-	-	-	2,000.00
01-8207-01 Janitorial Supplies	-	-	-	2,500.00
01-8209-01 Miscellaneous	2.00	672.90	400.00	400.00
01-8210-01 Office Supplies & Postage	8,899.94	14,795.01	19,000.00	16,000.00
01-8221-01 City Quarterly Newsletter	5,555.15	8,740.73	15,000.00	14,800.00
	<b>14,457.09</b>	<b>24,208.64</b>	<b>34,400.00</b>	<b>35,700.00</b>
<b><u>Maintenance &amp; Operation</u></b>				
01-8301-01 Building & Property	9,911.92	5,364.32	8,500.00	10,000.00
01-8401-01 Advertising & Legal Publications	4,244.81	4,362.00	5,500.00	5,500.00
01-8402-01 Conference & Travel - Staff	5,889.17	7,017.76	8,000.00	8,000.00
01-8403-01 Dues/Subscriptions/Books	7,667.70	6,514.47	8,000.00	9,000.00
01-8404-01 Election Expenses	-	2,597.95	2,500.00	3,000.00
01-8407-01 Communication - Pagers/Phones	4,801.84	1,361.06	3,000.00	3,000.00
01-8410-01 Notary Bond	-	-	150.00	150.00
01-8417-01 Utilities-Gas, Electricity & Water	17,689.75	9,330.40	16,000.00	15,000.00
01-8420-01 School & Training	-	361.29	250.00	250.00
01-8422-01 Employment - Physical & Drug Testing	7,575.14	4,931.35	6,500.00	6,900.00
01-8423-01 Local Meeting & Luncheon	34.18	-	-	-
01-8429-01 Conference & Travel - Mayor	878.24	1,494.26	2,000.00	2,000.00
01-8431-01 Conference & Travel - Council	617.20	3,328.24	5,000.00	5,000.00
01-8435-01 25th Anniversary Event	1,504.68	-	-	-
01-8436-01 City Sponsored Community Event	1,534.90	1,139.37	1,500.00	-
01-8437-01 Hotel & Motel Occupancy Tax	1,512.49	-	-	-

## Administration

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Maintenance &amp; Operation (Continued)</u></b>				
01-8441-01 Local Mtg - Mayor & Council	1,155.00	1,157.92	1,000.00	1,500.00
01-8445-01 Special Projects - City Administrator	26,973.00	5,146.71	7,500.00	10,000.00
	<u>91,990.02</u>	<u>54,107.10</u>	<u>75,400.00</u>	<u>79,300.00</u>
<b><u>Contractual Services</u></b>				
01-8512-01 Janitorial Services	4,800.00	3,600.00	4,800.00	4,800.00
01-8515-01 Legal Fees	64,235.00	102,570.65	125,000.00	90,000.00
01-8517-01 Salary Survey	10,000.00	-	-	-
01-8525-01 Interlocal Agreement - WCID #1	70,281.54	13,267.80	14,369.00	-
01-8527-01 Contractual Services - Labor	-	1,341.42	2,090.00	5,400.00
	<u>149,316.54</u>	<u>120,779.87</u>	<u>146,259.00</u>	<u>100,200.00</u>
<b><u>Capital Outlay</u></b>				
01-8604-01				
01-8615-01 Furniture & Office Equipment	1,278.18	-	-	-
01-8651-01 Code/Ordinance Codification	1,945.49	3,166.99	3,000.00	3,000.00
01-8664-01 Real Property Acquisition		178,825.69	-	-
City Hall Project - Design Fees	-	31,487.20	225,000.00	50,000.00
	<u>3,223.67</u>	<u>213,479.88</u>	<u>228,000.00</u>	<u>53,000.00</u>
<b><u>Insurance</u></b>				
01-8708-01				
01-8709-01 Property Insurance - Real & Personal	13,417.87	7,576.78	11,155.00	12,000.00
01-8711-01 Public Officials - Errors & Omission	-	3,538.50	3,450.00	4,000.00
Employee Bond	303.00	303.00	350.00	350.00
	<u>13,720.87</u>	<u>11,418.28</u>	<u>14,955.00</u>	<u>16,350.00</u>
	=====	=====	=====	=====
<b>Total - Administration</b>	<b>375,923.64</b>	<b>512,074.74</b>	<b>643,009.00</b>	<b>435,364.00</b>
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# Human Resource & Finance

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## Department Overview

HR & Finance department is responsible for all aspects of financial accounting and reporting in accordance to City Charter and Generally Accepted Accounting Principles. The department is also responsible for the management of all human resource activities; managing investments, cash and outstanding debt; tracking of all fixed assets; timely accounts payable disbursement for products and services; payroll disbursement for personnel services; management of workmen's compensation claims. Internal controls are established to provide reasonable assurance to meet department's objectives.

## Achievements for 2004

- Produced Audited FY 2003 Comprehensive Annual Financial Report
- Complete conversion of financial software, general ledger, payroll, budgeting and accounts payable to new System
- Corrected and reproduced FY2003 Amended Budget
- Conducted timely pre-employment testing and screening
- Schedule monthly random drug testing for city personnel
- Enrolled 20 plus newly hired city employees
- Reconciled FY 2003 Operating Bank Account, Tex-pool Account and Time Deposit Account
- Corrected adopted budget and reproduced FY2004 Budget in the Budget Module of the new system
- Manual entries done to post all transactions paid through December,2003 in the Old General Ledger System
- Established Training(Budget and General Ledger look up) Manuals and trained departmental personnel
- Revised City Credit Card Usage Agreement
- Consolidated six bank accounts that enabled us to use some of the features available with the new general ledger system and also resulted in some cost saving from the maintenance of several bank accounts
- Timely and accurate recording of all cash receipts, property tax revenue, sales tax revenue, accounts receivable, bank transfers, disbursements
- Created database for Quarterly Emergency Management Grant Report. Timely and accurate EMPG reporting done.
- Cleaned up the Chart of Accounts for consistency and accuracy
- Continue to be in compliance with the City Purchasing Policy and Texas Building and Procurement Commission
- Simplified Property and Sales tax journal entries via excel spreadsheets
- Prepared and provided monthly financial status reports to the City Administrator and Department Heads
- Completed Bank Reconciliation on a monthly basis

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# Human Resource & Finance

## Department Overview

### Goals for 2005

- Implement policies and procedures for capital asset acquisitions and retirements
- Develop and Implement GASB 34 requirement and establish fixed asset capitalization policy for city assets in compliance with GASB 34
- Produce audited FY2004 audited Comprehensive Annual Financial Report by April, 2005
- Upgrade the current financial system to window based system
- Prepare and produce FY 2006 Budget Proposal document by June, 2005
- Cross train assistants in the Accounts Payable and Payroll services

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Chief Financial Officer	1.00	1.00	0.50	0.50
Accounting Assistant	1.00	1.00	1.00	1.00
Accounting Assistant	0.75	0.50	0.50	0.50
<b>Department Total</b>	<b>2.75</b>	<b>2.50</b>	<b>2.00</b>	<b>2.00</b>

\*In FY2004 Human Resource was transitioned to HR & Finance. Also, we were short handed by 1 Part-Time personnel for six months

## HR & Finance

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-02	FTE Base Salary & Wages	31,132.34	61,602.11	99,787.00	106,043.00
01-8102-02	Overtime Pay	999.25	2,062.13	4,000.00	2,000.00
01-8104-02	PTE Base Salary & Wages	-	-	-	30,000.00
01-8113-02	Certification/Education Pay	-	928.00	1,440.00	1,728.00
01-8114-02	Longevity Pay	385.00	400.00	480.00	580.00
01-8150-02	FICA Tax	-	-	-	1,860.00
01-8151-02	Payroll Tax	467.56	985.58	1,761.00	2,035.00
01-8152-02	Unemployment Tax	63.00	790.23	392.00	1,018.00
01-8153-02	Retirement (TMRS)	2,261.39	6,077.17	9,475.00	11,434.00
01-8155-02	Employee Group Insurance	5,137.70	12,493.08	19,190.00	19,351.00
01-8156-02	Worker's Compensation	443.86	169.57	216.00	286.00
		<b>40,890.10</b>	<b>85,507.87</b>	<b>136,741.00</b>	<b>176,335.00</b>
<b><u>Supplies</u></b>					
01-8210-02	Office Supplies & Postage	483.99	4,790.54	5,500.00	5,500.00
		<b>483.99</b>	<b>4,790.54</b>	<b>5,500.00</b>	<b>5,500.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8402-02	Conference & Travel - Staff	760.31	2,262.59	2,800.00	3,000.00
01-8403-02	Dues/Subscriptions/Books	360.00	175.00	250.00	250.00
01-8407-02	Communication - Pagers/Phones	1,434.47	502.38	1,800.00	1,000.00
01-8442-02	Bank Charges	1,308.74	-	800.00	2,000.00
		<b>3,863.52</b>	<b>2,939.97</b>	<b>5,650.00</b>	<b>6,250.00</b>
<b><u>Contractual Services</u></b>					
01-8501-02	External Audit & CAFR Preparation	25,300.00	14,475.00	24,070.00	57,280.00
01-8520-02	GCAD Tax Appraisal Fee	20,046.91	17,158.84	22,500.00	20,000.00
01-8521-02	Galveston County Tax Coll.Fee	4,276.25	-	5,000.00	4,500.00
01-8523-02	Delinquent Tax Attorney	17,880.57	-	-	-
01-8525-02	Interlocal Agreement - WCID #1	83,680.99	-	9,925.00	-
01-8527-02	Contractual Services - Labor	-	7,528.43	18,560.00	-
		<b>151,184.72</b>	<b>39,162.27</b>	<b>80,055.00</b>	<b>81,780.00</b>

**HR & Finance**

**General Fund Expenditures**

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Capital Outlay</u></b>					
<b><u>Insurance</u></b>					
01-8708-02	Property Insurance - Real & Personal	190.07	32.94	150.00	100.00
		<b>190.07</b>	<b>32.94</b>	<b>150.00</b>	<b>100.00</b>
<b>Total - HR &amp; Finance</b>		<b>196,612.40</b>	<b>132,433.59</b>	<b>228,096.00</b>	<b>269,965.00</b>

# Community Development

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## Department Overview

Community Development is responsible for ensuring consistent, orderly development of Dickinson through the issuance of permits and licenses, providing inspection services, review of plans for building and development, administration of all planning, zoning, development and subdivision regulations, coordinating engineering reviews and conducting economic development activities to encourage expansion and diversification.

### Achievements for 2004

- Improved communications to the public with additional brochures and handouts
- Increased the speed at which plans are reviewed
- Developed policies to improve plans review processing and streamline the development process
- Secured economic development agreements and worked with commercial and residential developers
- Managed the largest surge in development in several decades

### Goals for 2005

- Establish a program to monitor customer satisfaction and quality control.
- Continue integration of planning, zoning, development, inspections, fire prevention and code enforcement services through cross training and the use of multi-disciplinary employees.
- Adoption of 2003 International Building Code, International Plumbing Code, International Mechanical Code and International Property Maintenance Code.
- Complete the review and update of all development related codes and ordinances.
- Improve communication with builders and developers through expanded use of online services and additional published information.

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Building Inspector	1.25	1.25	1.00	1.00*
Plumbing Inspector	0.25*	0.25*	0.25*	0.50*
Development Assistant	1.00**	1.00**	1.00	1.00
City Planner	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
<b>Department Total</b>	<b>3.50</b>	<b>3.50</b>	<b>3.25</b>	<b>2.50</b>

\*Contractual Services

\*\*2 Part Time Employees

## Community Development

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-03	FTE Base Salary & Wages	96,348.63	94,645.08	86,327.00	69,484.00
01-8102-03	Overtime Pay	91.10	222.64	500.00	2,000.00
01-8104-03	PTE Base Salary & Wages	-	-	-	31,970.00
01-8110-03	Cell Phone Allowance	-	-	-	1,023.00
01-8113-03	Certification/Education Pay	3,555.00	1,250.00	1,975.00	1,105.00
01-8114-03	Longevity Pay	55.00	120.00	102.00	153.00
01-8150-03	FICA Tax	-	-	-	1,290.00
01-8151-03	Payroll Tax	1,693.93	2,118.18	2,885.00	1,276.00
01-8152-03	Unemployment Tax	395.07	1,044.09	385.00	1,664.00
01-8153-03	Retirement (TMRS)	6,709.26	8,234.02	6,381.50	8,799.00
01-8155-03	Employee Group Insurance	32,428.51	21,496.23	13,361.50	18,901.00
01-8156-03	Worker's Compensation	678.55	352.49	449.00	418.00
		<b>141,955.05</b>	<b>129,482.73</b>	<b>112,366.00</b>	<b>138,083.00</b>
<b><u>Supplies</u></b>					
01-8204-03	Fuel	1,227.64	1,232.71	1,500.00	1,880.00
01-8210-03	Office & Postage Supplies	407.85	3,322.12	3,500.00	3,900.00
01-8211-03	Shop Supplies & Small Tools	355.28	2,930.17	2,800.00	500.00
01-8213-03	Uniform & Apparel	441.00	637.26	500.00	790.00
01-8215-03	Zoning Enforcement Supplies	550.00	-	-	400.00
		<b>2,981.77</b>	<b>8,122.26</b>	<b>8,300.00</b>	<b>7,470.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8307-03	Vehicle Maintenance	1,114.93	(465.30)	1,000.00	1,000.00
01-8399-03	Machinery & Equipment Maintenance	-	-	300.00	300.00
01-8402-03	Conference & Travel - Staff	3,406.88	1,595.27	3,000.00	3,500.00
01-8403-03	Dues/Subscriptions/Books	1,241.10	460.28	1,000.00	5,520.00
01-8407-03	Communication - Pagers/Phones	2,110.47	1,369.89	2,000.00	2,584.00
01-8409-03	Shortage/Overage	(32.67)	-	-	-
01-8410-03	Notary Bond	-	65.85	200.00	142.00
01-8427-03	Demolition	290.25	-	-	-
		<b>8,130.96</b>	<b>3,025.99</b>	<b>7,500.00</b>	<b>13,046.00</b>

## Community Development

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Contractual Services</u></b>					
01-8504-03	Contract Inspection Services	23,510.00	25,315.00	30,000.00	35,000.00
01-8524-03	Professional Services - Engineering	-	3,057.60	12,000.00	10,000.00
01-8526-03	Professional Services - Zoning Consulting	-	195.00	2,000.00	5,000.00
01-8527-03	Contractual Services - Labor	-	8,560.52	13,260.00	-
		<b>23,510.00</b>	<b>37,128.12</b>	<b>57,260.00</b>	<b>50,000.00</b>
<b><u>Capital Outlay</u></b>					
01-8604-03	Furniture & Office Equipment	298.78	-	500.00	875.00
		<b>298.78</b>	<b>-</b>	<b>500.00</b>	<b>875.00</b>
<b><u>Insurance</u></b>					
01-8704-03	Vehicle Insurance	17.69	500.58	700.00	700.00
01-8708-03	Property Insurance - Real & Personal	106.27	32.94	150.00	150.00
		<b>123.96</b>	<b>533.52</b>	<b>850.00</b>	<b>850.00</b>
		=====	=====	=====	=====
	<b>Total - Community Development</b>	<b>177,000.52</b>	<b>178,292.62</b>	<b>186,776.00</b>	<b>210,324.00</b>
		=====	=====	=====	=====

# Municipal Court

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## Department Overview .

The City of Dickinson Municipal Court is the Judicial Branch of city government and provides forum for individuals charged with violations of state law and/or City ordinances.

*The mission of the Municipal Court is:*

“To establish and provide effective, efficient, and impartial service through the promotion of Justice System. The court also strives to facilitate the timely and prompt disposition of cases with courteous service.”

### Achievements for 2004

- Obtained credit card terminals for Municipal Court, Police Station and Community Development
- Full Service established with Southeast Texas Crime Information Center

### Goals for 2005

- Establish a contract with a Warrant Collection Company
- Obtain or Lease an Imaging System
- Upgrade Municipal Court System web page
- Educate and attend Emergency Management Courses for Mass and Shelter Care
- Acquire On-line Municipal Court Software

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Court Administrator	.90	0.90	0.90	0.90
Deputy Court Clerk	.66	0.50	1.00	1.00
Part-time Clerk	.66	0.50	0.00	0.50
Full-time Clerk	1.00	1.00	1.00	0.00
Warrant/Bailiff Officer	0.00	0.00	0.00	0.75
Bailiff Officer*	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
<b>Department Total</b>	<b>3.47</b>	<b>3.15</b>	<b>3.15</b>	<b>3.40</b>

\* Paid from Court Security Fund 25%

Municipal Judge (3 year Contract to run concurrently with that of the Mayor)  
 Prosecutor (Annual Contract)

## Municipal Court

### General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-04	FTE Base Salary & Wages	81,221.13	68,826.47	88,681.00	66,347.00
01-8102-04	Overtime Pay	7.20	203.52	1,200.00	-
01-8104-04	PTE Base Salary & Wages	-	-	-	37,839.00
01-8113-04	Certification/Education Pay	-	-	-	216.00
01-8114-04	Longevity Pay	535.00	495.00	654.00	768.00
01-8150-04	FICA Tax	-	-	-	2,346.00
01-8151-04	Payroll Tax	2,655.47	2,548.93	2,915.00	1,466.00
01-8152-04	Unemployment Tax	351.19	707.32	392.00	1,369.00
01-8153-04	Retirement (TMRS)	4,080.22	4,712.13	6,190.00	6,976.00
01-8155-04	Employee Group Insurance	9,149.09	9,490.67	10,255.00	10,002.00
01-8156-04	Worker's Compensation	1,302.87	128.75	164.00	216.00
		<b>99,302.17</b>	<b>87,112.79</b>	<b>110,451.00</b>	<b>127,545.00</b>
<b><u>Supplies</u></b>					
01-8210-04	Office & Postage Supplies	965.76	2,926.09	3,500.00	5,000.00
01-8213-04	Uniform & Apparel	212.00	250.00	250.00	350.00
		<b>1,177.76</b>	<b>3,176.09</b>	<b>3,750.00</b>	<b>5,350.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8303-04	S.E.T.C.I.C Warrant Program	-	-	-	7,500.00
01-8308-04	Miscellaneous Court Expenses	7,329.45	-	-	-
01-8399-04	Machinery & Equipment Maintenance	249.00	-	250.00	250.00
01-8402-04	Conference & Travel - Staff	26.78	18.88	-	-
01-8403-04	Dues/Subscriptions/Books	60.00	-	100.00	100.00
01-8407-04	Communication - Pagers/Phones	538.95	331.61	550.00	750.00
01-8409-04	Shortage/Overage	17.47	(69.03)	100.00	100.00
01-8410-04	Notary Bond	-	-	150.00	150.00
01-8412-04	Jury Trials	231.00	-	500.00	1,008.00
		<b>8,452.65</b>	<b>281.46</b>	<b>1,650.00</b>	<b>9,858.00</b>

# Municipal Court

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Contractual Services</u></b>					
01-8511-04	Harris Co. JIMS System	3,000.00	-	-	-
01-8513-04	Municipal Judge Contract	25,546.00	24,150.00	30,490.00	40,100.00
01-8519-04	Municipal Court Prosecutor Contract	8,400.00	6,825.00	9,425.00	10,400.00
		<u>36,946.00</u>	<u>30,975.00</u>	<u>39,915.00</u>	<u>50,500.00</u>
<b><u>Capital Outlay</u></b>					
		-	-	-	-
<b><u>Insurance</u></b>					
01-8708-04	Property Insurance - Real & Personal	197.55	36.00	164.00	150.00
		<u>197.55</u>	<u>36.00</u>	<u>164.00</u>	<u>150.00</u>
	<b>Total - Municipal Court</b>	<b>146,076.13</b>	<b>121,581.34</b>	<b>155,930.00</b>	<b>193,403.00</b>

# Law Enforcement

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## Department Overview

Law Enforcement's primary function is to provide protection of life and property through the enforcement of city, state and federal laws. The officers respond to emergencies from the public's request for service to resolve identified problems. This department is also responsible for dispatching after-hour, weekend and holiday calls for the Street and Drainage Department, Fire Department, and the Emergency Medical Service.

### Achievements for 2004

- Reduced energy costs by 5%
- Coordinated efforts with the Dickinson Citizen's Police Academy Alumni Association to sponsor a successful national State Citizen's Police Academy Convention
- Held and graduated a second student police academy
- Increased less-lethal use of force by additional Pepper Ball gun equipment
- Maintained the mandatory TCLEOSE training for police officers
- Increased traffic enforcement in problem areas
- Patrol Officers attended pursuit driving school to increase safety awareness
- Applied for and received a Selective Traffic Enforcement Program (STEP) grant from Texas Department of Transportation in the amount of \$14,940 for enforcement of seatbelt and speeding violations
- Filed the 2004 annual Racial Profiling report with -0- complaint status
- Implemented a procedure to utilize "Trustee" inmates to cut and maintain PD grounds to reduce maintenance costs

### Goals for 2005

- Continue to have "Trustee" inmates maintain PD grounds to save maintenance costs
- Cut overtime costs by 5%
- Hire (4) part-time Civilian Jailers to staff the jail as "Police Service Technicians"
- Attend educational programs that relate to Federal Emergency Management Agency program
- Continue to apply for Technology, TxDOT/STEP, Tobacco Compliance, Homeland Security, Universal Hiring Program, and other law enforcement grants
- Hold (2) CPA classes

# Law Enforcement

## Department Overview

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### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Chief Of Police (FT)	0.90	0.90	0.90	0.90
Captains (FT)	1.75	1.75	1.75	1.75
Lieutenants (FT)	1.00	1.00	1.00	1.00
Sergeants (FT)	5.00	5.00	5.00	4.00
Patrol Officers (FT)	17.00	17.00	16.00	14.00
Part-Time Patrol Officers (32hrs/wk)	3.00	3.00	3.00	3.00
CID Detectives (FT)	3.00	3.00	3.00	3.00
Part-time Civilian Jailers (32hrs/wk)	4.00	0.00	0.00	0.00
Communications Supervisor	0.00	0.00	0.00	1.00
Dispatchers (FT)	7.00	7.00	7.00	6.00
Part-Time Dispatchers (32hrs/wk)	3.00	3.00	3.00	3.00
Records Manager (FT)	1.00	1.00	1.00	1.00
Administrative Assistant (FT)	1.00	1.00	1.00	1.00
Part-Time Clerk	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.50</u>
Department Totals	47.65	43.65	42.65	39.65

## Law Enforcement

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-05	FTE Base Salary & Wages	1,301,672.08	1,093,986.41	1,369,269.00	1,351,095.00
01-8102-05	Overtime Pay	45,488.82	75,259.87	88,983.00	50,000.00
01-8104-05	PTE Base Salary & Wages	-	-	-	171,075.00
01-8106-05	Holiday Overtime Pay	20,000.00	-	16,000.00	-
01-8107-05	WCID Dispatch Service	10,855.54	7,584.26	10,000.00	641.00
01-8110-05	Cell Phone Allowance	-	-	-	3,045.00
01-8111-05	Special Overtime Pay	423.93	-	2,000.00	-
01-8113-05	Certification/Education Pay	28,328.75	26,281.75	30,894.00	33,672.00
01-8114-05	Longevity Pay	9,166.25	9,357.50	12,029.00	13,947.00
01-8150-05	FICA Tax	-	-	-	7,491.00
01-8151-05	Payroll Tax	22,660.53	20,943.39	24,354.00	23,164.00
01-8152-05	Unemployment Tax	3,072.43	8,106.83	5,589.00	16,637.00
01-8153-05	Retirement (TMRS)	97,480.28	114,776.52	139,354.00	155,609.00
01-8155-05	Employee Group Insurance	302,440.52	320,315.58	289,160.00	353,706.00
01-8156-05	Worker's Compensation	20,951.31	24,661.24	30,489.00	37,981.00
		<b>1,862,540.44</b>	<b>1,701,273.35</b>	<b>2,018,121.00</b>	<b>2,218,063.00</b>
<b><u>Supplies</u></b>					
01-8202-05	Video/Photo Processing Supplies	268.95	207.63	1,400.00	1,800.00
01-8203-05	Kitchen Supplies	1,638.84	1,368.90	1,800.00	1,900.00
01-8204-05	Fuel	40,690.34	35,717.85	40,000.00	43,085.00
01-8205-05	Fire & Safety Equipment	1,123.00	991.50	1,000.00	6,625.00
01-8206-05	Investigational Supplies	2,821.47	2,356.39	2,500.00	5,000.00
01-8207-05	Janitorial Supplies	1,224.40	2,528.31	1,500.00	1,600.00
01-8209-05	Miscellaneous Expense	1,618.41	1,263.27	1,500.00	1,500.00
01-8210-05	Office & Postage Supplies	(18,100.58)	12,730.23	19,000.00	16,000.00
01-8213-05	Uniform & Apparel	16,725.92	10,476.88	13,000.00	13,000.00
01-8216-05	Certificates & Awards	605.00	420.00	500.00	500.00
01-8217-05	Two-Way Radio System Supplies	1,735.97	1,100.84	2,000.00	2,000.00
		<b>50,351.72</b>	<b>69,161.80</b>	<b>84,200.00</b>	<b>93,010.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8301-05	Building/Property Maintenance	8,400.69	8,214.85	10,600.00	8,000.00
01-8304-05	Service Contract - 800mHZ Radios	7,270.27	4,420.00	5,400.00	5,400.00
01-8307-05	Vehicle Maintenance	31,919.90	21,052.31	25,000.00	24,500.00
01-8309-05	Miscellaneous	154.17	221.67	-	-
01-8399-03	Machinery & Equipment Maintenance	6,308.29	3,511.82	5,500.00	5,000.00
01-8401-05	Advertising & Legal Notices	3,719.46	1,841.97	3,750.00	3,000.00

## Law Enforcement

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget	
<b><u>Maintenance &amp; Operation (Continued)</u></b>					
01-8402-05	Conference & Travel - Staff	5,863.77	4,113.55	4,000.00	4,000.00
01-8403-05	Dues/Subscriptions/Books	1,066.63	1,720.24	2,000.00	1,500.00
01-8405-05	Prisoner Support	7,296.56	3,183.01	6,000.00	7,000.00
01-8407-05	Communication - Pagers/Phones	26,541.31	17,408.66	27,200.00	23,000.00
01-8409-05	Shortage/Overage	-	1.00	-	-
01-8410-05	Notary Bond	25.95	71.00	400.00	400.00
01-8411-05	Investigation Supprt Funds	(67.00)	789.00	1,000.00	1,000.00
01-8417-01	Utilities-Gas, Electricity & Water	35,491.71	11,891.71	32,220.00	33,720.00
01-8420-01	School & Training	5,607.88	1,873.14	4,000.00	4,000.00
01-8423-01	Local Meetings & Luncheon	290.10	138.84	750.00	750.00
01-8426-01	K-9 Units	723.97	430.20	1,200.00	1,200.00
01-8435-05	Crime Stoppers - Bay Area	1,200.00	1,200.00	1,200.00	1,200.00
01-8431-05	Community Policing & DCPA	5,019.64	2,424.34	6,000.00	6,000.00
		<b>146,833.30</b>	<b>84,507.31</b>	<b>136,220.00</b>	<b>129,670.00</b>
<b><u>Contractual Services</u></b>					
01-8512-05	Janitorial Service Contract	16,620.00	12,959.12	16,700.00	16,700.00
01-8537-05	Motor Cycle Officer Contracts	16,150.00	13,300.00	16,800.00	21,750.00
		<b>32,770.00</b>	<b>26,259.12</b>	<b>33,500.00</b>	<b>38,450.00</b>
<b><u>Capital Outlay</u></b>					
01-8603-05	Tibron Software	22,333.00	-	-	-
01-8604-05	Furniture & Office Equipment	-	-	500.00	-
01-8607-05	LE Equipment Acquisition	37,758.00	-	-	4,500.00
01-8610-05	Vehicle Accessory Equipment	14,251.47	9,783.64	19,067.00	7,000.00
01-8660-05	Vehicle Leasing Payment	153,781.12	117,500.00	117,500.00	52,200.00
01-8665-05	PD Building Upgrade - ADA Compliance	-	7,209.00	10,000.00	-
		<b>228,123.59</b>	<b>134,492.64</b>	<b>147,067.00</b>	<b>63,700.00</b>
<b><u>Insurance</u></b>					
01-8704-05	Vehicle Insurance	9,515.42	14,556.48	20,356.00	20,356.00
01-8707-05	Law Enforcement Insurance	14,385.77	13,592.82	15,322.00	15,322.00
01-8708-05	Property Insurance - Real & Personal	21,970.12	13,439.78	22,812.00	22,812.00
		<b>45,871.31</b>	<b>41,589.08</b>	<b>58,490.00</b>	<b>58,490.00</b>
		=====	=====	=====	=====
	<b>Total - Law Enforcement</b>	<b>2,366,490.36</b>	<b>2,057,283.30</b>	<b>2,477,598.00</b>	<b>2,601,383.00</b>
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# Parks and Recreation

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## Department Overview

Parks and Recreation Department is responsible for maintaining the grounds and buildings of the Village Green Park and Railroad t Museum. . Keep Dickinson Beautiful receives funding through this department.

### Achievements for 2004

- The fifth annual Dickinson Festival of Lights was held in Paul Hopkins Park.
- Provided financial support for the Dickinson Bayou Festival.
- Assisted with annual Rotary Holiday Parade.

### Goals for 2005

- Provide support for the sixth annual Festival of Lights.
- Provide support for the annual Rotary Holiday Parade.
- Provide support for the Dickinson Bayou Festival.
- Provide support for the Dickinson ISD Summer Recreation Program.
- Provide support for summer swimming recreation programs.
- Provide support for Keep Dickinson Beautiful

## Parks & Recreation

## General Fund Expenditures

<u>Personnel Services</u>		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<u>Supplies</u>					
01-8210-07	Office Supplies & Postage	-	596.25	1,000.00	500.00
		-	<b>596.25</b>	<b>1,000.00</b>	<b>500.00</b>
<u>Maintenance &amp; Operation</u>					
01-8301-07					
01-8304-07	Building/Property Maintenance	256.94	305.00	-	500.00
01-8407-07	Miscellaneous Contract	300.00	75.00	300.00	-
01-8417-07	Communication - Pagers/Phones	948.91	742.95	775.00	-
01-8425-07	Utilities-Gas, Electricity & Water	10,699.72	1,657.32	1,000.00	2,000.00
01-8437-07	City Support - Parade & Bayou Festival	1,303.81	1,589.49	4,000.00	7,070.00
01-8439-07	Hotel & Motel Usage Expenses	-	7,803.55	-	-
	Landscaping	150.00	-	250.00	250.00
		<b>13,659.38</b>	<b>12,173.31</b>	<b>6,325.00</b>	<b>9,820.00</b>
<u>Contractual Services</u>					
01-8506-07					
01-8508-07	Keep Dickinson Beautiful	4,792.04	3,799.53	5,000.00	5,000.00
01-8516-07	Festival of Lights	3,000.00	3,000.00	3,000.00	5,000.00
01-8534-07	Mares Library Contract	99,999.96	-	-	-
01-8536-07	DISD Summer Rec. Program	-	-	-	2,000.00
	Swimming Pool Contract(s)	-	-	-	2,000.00
		<b>107,792.00</b>	<b>6,799.53</b>	<b>8,000.00</b>	<b>14,000.00</b>
<u>Capital Outlay</u>					
01-8817-07	Railroad Depot Expenditures	20,589.04	90,030.57	-	-
		<b>20,589.04</b>	<b>90,030.57</b>	-	-
<u>Insurance</u>					
		-	-	-	-
<b>Total - Parks &amp; Recreation</b>		<b>142,040.42</b>	<b>109,599.66</b>	<b>15,325.00</b>	<b>24,320.00</b>

# Public Safety & Code Enforcement

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## Department Overview

Dickinson Public Safety includes the functions of the Fire Marshal's Office, Code Enforcement, Public Health and administration of Community & Economic Development. The Public Safety team is responsible for the safety & quality of life for citizens, visitors and employees of the City of Dickinson. Specifically, the Department is responsible for:

- Investigation of all fires to determine the cause and origin
- Criminal investigation and prosecution of arson, including explosions and explosive devices, and other crimes
- Environmental law enforcement
- Inspection of all new and existing commercial, home care, non-profit and multi-family occupancies
- Plan review of all new construction and renovations
- Public fire and safety education for adults and youth
- Occupational health and safety training, investigations, inspections and review
- Fire and emergency medical response
- Code enforcement, Nuisance Abatement & Substandard Buildings
- Management of the contracted services of the Dickinson VFD, Galveston County Health District and Gold Star EMS
- Coordinating the submission of all appropriate reports to the State of Texas

## Achievements for 2004

- Conducted fire prevention and safety education programs for over 3000 children and adults
- Completed fire and life safety inspections on 90% of all commercial buildings in the City
- Conducted hazard inspections on all complaints within 48 hours
- Actively enforced local codes related to the environment and nuisance abatement
- Conducted investigations on all employee accidents involving injury or property damage
- Attended advanced continuing education classes in Fire, Police, EMS, Safety and Environmental Crimes
- Continued fire prevention efforts including the Knox Box program for rapid entry
- Assisted other agencies with fire, arson and related investigations including a fatality fire in La Marque
- Contracted with the City of Clear Lake Shores to provide fire prevention, inspection and investigation services

# Public Safety & Code Enforcement

## Department Overview

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### Goals for 2005

- Respond to all nuisance complaints within 3 business days and resolve 90% of all investigations within 30 days
- Fully integrate code enforcement and building parcel information within the computer database and hard copy files
- Complete a minimum of 20 pro-active (not complaint initiated) code enforcement investigations per month
- Conduct fire & life safety inspections of all commercial properties within the City
- Conduct fire prevention programs for 2000 people throughout the year
- Adoption of 2003 International Fire Code
- Adoption of 2003 International Building Code, International Plumbing Code, International Mechanical Code and International Property Maintenance Code.

### Personnel Summary

<u>Title</u>	<u>Positions</u>	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Fire Marshal		1.00	1.00	1.00	1.00
Assistant Fire Marshal (Investigator)		1.00	1.00	1.00	1.00
PT Code Enforcement Officers	1.00*	1.00	0.50	0.00	
Fire Department Administrator	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	
<b>Department Total</b>		<b>3.25</b>	<b>3.25</b>	<b>2.75</b>	<b>2.25</b>

\*2 Part Time Employees

## Public Safety & Code Enforcement

(Combination of Prior Year Departments 06 & 08)

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual	07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-10 FTE Base Salary & Wages	114,507.58		105,793.32	137,698.00	99,169.00
01-8102-10 Overtime Pay	399.63		-	-	-
01-8104-10 PTE Base Salary & Wages	-		-	-	41,296.00
01-8110-10 Cell Phone Allowance	-		-	-	1,230.00
01-8113-10 Certification/Education Pay	4,680.00		3,264.00	4,440.00	4,320.00
01-8114-10 Longevity Pay	374.00		225.00	522.00	216.00
01-8150-10 FICA Tax	-		-	-	1,690.00
01-8151-10 Payroll Tax	3,363.65		3,550.45	4,383.00	2,037.00
01-8152-10 Unemployment Tax	329.33		773.79	527.00	1,720.00
01-8153-10 Retirement (TMRS)	6,532.72		7,849.65	10,080.00	12,326.00
01-8155-10 Employee Group Insurance	9,353.88		12,208.52	9,998.00	19,754.00
01-8156-10 Worker's Compensation	1,351.38		2,265.59	2,886.00	820.00
	<b>140,892.17</b>		<b>135,930.32</b>	<b>170,534.00</b>	<b>184,578.00</b>
<b><u>Supplies</u></b>					
01-8202-10 Video/Photo Processing Supplies	75.72		284.90	500.00	650.00
01-8204-10 Fuel	3,141.45		2,681.81	3,250.00	5,755.00
01-8206-10 Investigational Supplies	1,401.32		1,029.77	2,200.00	1,000.00
01-8210-10 Office & Postage Supplies	(16,079.03)		2,474.69	3,800.00	4,000.00
01-8213-10 Uniform & Apparel	1,880.36		1,767.26	1,800.00	1,800.00
01-8218-10 Fire Prevention	3,327.73		1,162.88	3,500.00	3,500.00
	<b>(6,252.45)</b>		<b>9,401.31</b>	<b>15,050.00</b>	<b>16,705.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8304-10 Service Contract - 800mHZ Radios	700.00		-	-	-
01-8307-10 Vehicle Maintenance	2,728.44		1,253.17	3,300.00	4,150.00
01-8401-10 Advertising & Legal Notices	-		-	-	500.00
01-8402-10 Conference & Travel - Staff	3,876.55		2,352.92	5,200.00	5,450.00
01-8403-10 Dues/Subscriptions/Books	1,438.90		1,602.51	1,900.00	2,250.00
01-8407-10 Communication - Pagers/Phones	7,708.03		2,120.02	3,300.00	2,896.00
01-8411-10 Investigation Supprt Funds	710.00		201.50	900.00	800.00
01-8427-10 Demolition & Nuisance Abatement	6,846.76		5,782.52	10,000.00	13,000.00
01-8432-10 Legal Publications	61.72		23.52	500.00	-

# Public Safety & Code Enforcement

(Combination of Prior Year Departments 06 & 08)

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual	07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
	24,070.40		13,336.16	25,100.00	29,046.00
<b>Contractual Services</b>					
01-8502-10 Animal Control	36,921.00		18,460.50	48,200.00	48,200.00
01-8503-10 Animal Shelter	19,062.00		9,868.50	25,180.00	25,180.00
01-8507-10 Ambulance Service	84,999.96		58,552.92	69,210.00	67,145.00
01-8510-10 Dksn Volunteer Fire Dept Contract & Retirement	117,115.15		91,613.36	114,000.00	115,000.00
01-8517-10 Garbage Collection	565,295.11		-	-	-
01-8518-10 Garbage Billing	28,434.50		-	-	-
01-8552-10 Mowing - Private Property	688.16		261.00	4,000.00	-
01-8553-10 Junk Car Removal - Private Property	-		-	1,000.00	-
01-8554-10 Professional Services - ISO Rate Survey	-		-	7,000.00	-
	<b>852,515.88</b>		<b>178,756.28</b>	<b>268,590.00</b>	<b>255,525.00</b>
<b>Capital Outlay</b>					
01-8602-10 Computer & Equipment Software	1,361.62		283.06	1,000.00	-
01-8604-10 Furniture & Office Equipment	789.57		-	400.00	600.00
01-8610-10 Vehicle Accessory Equipment	24,997.00		20,967.01	26,500.00	-
	<b>27,148.19</b>		<b>21,250.07</b>	<b>27,900.00</b>	<b>600.00</b>
<b>Insurance</b>					
01-8704-10 Vehicle Insurance	888.99		1,215.66	1,700.00	2,800.00
01-8707-10 Law Enforcement Insurance	1,355.23		1,578.13	1,900.00	1,900.00
01-8708-10 Property Insurance - Real & Personal	230.20		54.87	250.00	250.00
	<b>2,474.42</b>		<b>2,848.66</b>	<b>3,850.00</b>	<b>4,950.00</b>
	=====		=====	=====	=====
<b>Total - Public Safety &amp; Code Enforcement</b>	<b>1,040,848.61</b>		<b>361,522.80</b>	<b>511,024.00</b>	<b>491,404.00</b>
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# Emergency Management

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## Department Overview

The Office of Emergency Management participates in the Federal Emergency Management Agency's EMPG (Emergency Management Program Grant) program. The City has earned an annual federal matching grant funding in the amount of \$27,326.04 to support the City's emergency preparedness operations. The Office of Emergency Management (OEM) assists in coordinating activities prior to, during and after all emergency scenarios.

### Achievements for 2004

- Conducted natural disaster tabletop training exercise.
- The City continued its membership with the First-Call Interactive Network Emergency Alert system (program funded by Galveston County with activation costs being paid by the City).
- Continued participation and cooperation with the Galveston County Emergency Management Cooperative Group.
- Actively participated with the LEPC Hazardous Material Routing committee.

### Goals for 2005

- Review and update City's Emergency Operations Annex related to Mitigation Action.
- Review local hazards analysis and mitigation projects, and update as necessary.
- Ensure support staff and volunteers obtain required training.
- Update and distribute educational pamphlets/brochures for public awareness.
- Continue active participation in the Galveston County Emergency Management Cooperative Group.

### Personnel Summary

<u>Title</u>	<u>2005</u>	<u>Positions</u> <u>2004</u>	<u>2003</u>	<u>2002</u>
City Administrator/E.M. Coordinator	0.10	0.10	0.10	0.10
City Secretary	0.10	0.10	0.10	0.10
Chief of Police	0.10	0.10	0.10	0.10
Fire Marshal	0.10	0.10	0.10	0.10
Street Superintendent	0.10	0.10	0.10	0.10
Municipal Court Clerk	0.10	0.10	0.10	0.10
Finance Director	0.10	0.10	0.10	0.10
Deputy Coordinator	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Department Total (Funded)	0.70	0.70	0.70	0.70
Non-Funded Personnel				
E. Management Director (Mayor)	1.00	1.00	1.00	1.00
Volunteer Operations Personnel	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<b>Department Total (Non-Funded)</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## Emergency Management

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-11	FTE Base Salary & Wages	30,369.83	29,767.59	38,284.00	42,882.00
01-8102-11	Overtime Pay	13.50	20.25	-	-
01-8105-11	Vehicle Allowance	-	-	-	900.00
01-8110-11	Cell Phone Allowance	-	-	-	270.00
01-8113-11	Certification/Education Pay	35.09	267.75	306.00	636.00
01-8114-11	Longevity Pay	220.00	201.00	282.00	264.00
01-8151-11	Payroll Tax	756.94	559.98	907.00	352.00
01-8152-11	Unemployment Tax	12.22	187.34	230.00	246.00
01-8153-11	Retirement (TMRS)	1,801.54	2,726.65	3,769.00	4,657.00
01-8155-11	Employee Group Insurance	3,733.92	4,638.63	8,694.00	7,107.00
01-8156-11	Worker's Compensation	553.27	489.87	624.00	580.00
		<b>37,496.31</b>	<b>38,859.06</b>	<b>53,096.00</b>	<b>57,894.00</b>
<b><u>Supplies</u></b>					
01-8201-11	EOC Emergency Supplies	853.01	235.00	150.00	150.00
01-8202-11	Video/Photo Processing Supplies	-	-	100.00	100.00
01-8210-11	Office Supplies & Postage	68.82	167.69	500.00	500.00
		<b>921.83</b>	<b>402.69</b>	<b>750.00</b>	<b>750.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8402-11	Conference & Travel - Staff	2,181.20	1,342.46	1,500.00	1,500.00
01-8403-11	Dues/Subscriptions/Books	-	-	100.00	100.00
01-8407-11	Communication - Pagers/Phones	1,970.77	1,487.94	2,000.00	1,000.00
		<b>4,151.97</b>	<b>2,830.40</b>	<b>3,600.00</b>	<b>2,600.00</b>
<b><u>Contractual Services</u></b>					
01-8525-11	Interlocal Agreement - WCID#1	5,456.46	1,474.20	2,691.00	-
		<b>5,456.46</b>	<b>1,474.20</b>	<b>2,691.00</b>	<b>-</b>
<b><u>Capital Outlay</u></b>					
		-	-	-	-
<b><u>Insurance</u></b>					
		-	-	-	-
<b>Total - Emergency Management</b>		<b>48,026.57</b>	<b>43,566.35</b>	<b>60,137.00</b>	<b>61,244.00</b>

# Public Works & Streets

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## Department Overview

The Street Department has a multi-faceted mission which is comprised of the following components:

- Provide prompt, friendly, cost effective services for our customers and taxpayers
- Continue to strive to enhance the quality of our services throughout the community
- Maintain an active role in community and civic affairs
- Maintain the City's streets at a level so that none of the estimated 15,000 vehicles which traverse the City's streets every day are not delayed or damaged due to pavement failure
- Ensure all traffic signs and markers are properly maintained
- Maintain City right-of-way in a neat and appropriate manner

## Achievements for 2004

- Major construction - St. Goar Street, Timber Drive, Video, Bayou Drive and Oak Drive. (N. of Deats)
- Chip and Seal streets include Dockrell, Mariner Way, Anchor Way, 45<sup>th</sup> Street, Colorado, Casa Grande, Melvin Utley, Rodeo Bend, Pine Crest and W. Deats.

## Goals for 2005

- Perform street sweeping of FM 517 and HWY 3 three times a year.
- Perform major roadway construction on Yupon, Hughes Lane, Galveston Avenue, 24<sup>th</sup> Street, California Avenue and Timber Drive (N. of Deats) Streets as approved by Dickinson 4B Corporation.
- Chip and Seal Bruce Avenue, 30<sup>th</sup> Street, Nevada Street, 46<sup>th</sup> Street, Wagon Road, Birch Street and Elm Street.
- Improve communications with our customers with response calls and notices, keeping them involved.
- Improve customer confidence regarding our services by giving target response times for work and striving to meet those timelines.
- Insure the proper notification of customers regarding planned construction and maintenance by utilizing door hanger notices created in 2002.
- Improve work order response time to our customers by creating an improved system of classifying complaints by priority and department. Scheduling work with the proper department and following up on work orders until completion of job.
- Street Striping Program includes Spruce Drive, Owens Drive, Termini, Nevada, Hughes Road and Baker Street.

# Public Works & Streets

## Department Overview

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### Personnel Summary

<u>Title</u>	<u>Positions</u> <u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Public Works Director	0.00	0.00	0.00	0.15
Street Superintendent	0.50	0.50	0.45	0.50
Street Foreman	1.00	1.00	1.00	1.00
Public Works Secretary	0.50	0.50	0.50	0.50
Crew Leader	1.00	0.00	1.00	1.00
Light Equipment Operator	5.00	6.00	7.00	5.00
Contract Labor (6 months/PT)	<u>2.00</u>	<u>0.00</u>	<u>1.00</u>	<u>2.00</u>
<b>Department Total</b>	<b>10.00</b>	<b>8.00</b>	<b>10.95</b>	<b>10.15</b>

<u>Program Statistics</u>	<u>Proposed</u> <u>FY 2005</u>	<u>Actual</u> <u>FY 2004</u>	<u>Actual</u> <u>FY 2003</u>
Street Replacement	26,724	11,316	26,724
Street Maintenance			
1). # of Potholes	1000	968	1936
2). Crack Seal Repairs	5 miles	7 miles	636
3). Section Patches	1800	1802	2281
Street Light Installation	10	10	10
Sign Assembly	35	24	180
Street Sweeping	3/annually	2/annually	2/annually
Chip and Seal Streets	12,748	18,832	8972
Mowing of City right-of-way	96 miles	96 miles	96 miles
Street Striping Program	7997'	0	0

## Public Works & Streets

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-12	FTE Base Salary & Wages	221,164.71	174,881.54	220,690.00	212,453.00
01-8102-12	Overtime Pay	3,539.97	1,678.85	3,000.00	3,000.00
01-8110-12	Cell Phone Allowance	-	-	-	1,065.00
01-8113-12	Certification/Education Pay	950.00	950.00	1,200.00	-
01-8114-12	Longevity Pay	1,230.50	1,280.00	1,563.00	2,040.00
01-8151-12	Payroll Tax	4,191.90	2,875.12	3,434.00	2,924.00
01-8152-12	Unemployment Tax	892.89	1,614.90	1,208.00	2,731.00
01-8153-12	Retirement (TMRS)	15,589.66	16,789.51	21,749.00	22,643.00
01-8155-12	Employee Group Insurance	49,312.59	53,667.35	58,494.00	53,214.00
01-8156-12	Worker's Compensation	15,773.06	10,289.38	13,107.00	13,209.00
		<b>312,645.28</b>	<b>264,026.65</b>	<b>324,445.00</b>	<b>313,279.00</b>
<b><u>Supplies</u></b>					
01-8204-12	Fuel	12,177.13	13,251.08	15,500.00	19,535.00
01-8205-12	Safety Equipment & Supplies	1,665.84	725.06	3,500.00	2,000.00
01-8210-12	Office & Postage Supplies	(23,258.28)	706.71	1,000.00	1,000.00
01-8211-12	Shop Supplies & Small Tools	1,315.58	2,040.21	3,500.00	2,700.00
01-8212-12	Traffic Signs & Barricades	12,145.53	5,872.53	12,000.00	7,000.00
		<b>4,045.80</b>	<b>22,595.59</b>	<b>35,500.00</b>	<b>32,235.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8301-12	Building/Property Maintenance	1,146.96	65.81	1,200.00	750.00
01-8305-12	Street Striping Contract Services	-	-	-	2,475.00
01-8306-12	Street Repair/Patch Materials	31,173.50	17,024.13	30,000.00	25,000.00
01-8307-12	Vehicle Maintenance	10,819.23	5,272.34	15,000.00	14,000.00
01-8402-12	Conference & Travel - Staff	285.84	457.25	2,000.00	1,500.00
01-8406-12	Street Lighting	64,895.20	68,961.65	65,000.00	80,000.00
01-8407-12	Communication - Pagers/Phones	2,860.36	2,386.45	2,850.00	3,200.00
01-8413-12	Landfill Disposal of Debris	7,611.15	620.60	6,000.00	3,000.00
01-8414-12	Small Tools & Equipment Rental	1,231.00	157.72	1,500.00	1,000.00
01-8417-12	Utilities-Gas, Electricity & Water	1,697.13	2,963.12	2,500.00	3,000.00
01-8438-12	Uniform Service/Maintenance	1,906.65	1,285.30	3,200.00	3,200.00
		<b>123,627.02</b>	<b>99,194.37</b>	<b>129,250.00</b>	<b>137,125.00</b>

## Public Works & Streets

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget	
<b><u>Contractual Services</u></b>					
01-8517-12	Garbage Collection - Waste Management	-	284,339.31	590,000.00	580,000.00
01-8518-12	Garbage Billing - WCID#1	-	21,572.50	30,500.00	30,500.00
01-8527-12	Contractual Services - Labor	-	13,828.77	12,240.00	38,000.00
01-8552-12	R.O.W & Facilities - Mowing Contract	23,195.04	14,126.54	39,000.00	18,500.00
01-8556-12	Street Sweeping Contract	-	1,800.00	2,000.00	3,000.00
		<b>23,195.04</b>	<b>335,667.12</b>	<b>673,740.00</b>	<b>670,000.00</b>
<b><u>Capital Outlay</u></b>					
01-8610-12	Vehicle Accessory Equipment	5,303.36			
01-8660-05	Vehicle Leasing Payment	143,810.25	111,366.84	135,000.00	-
		<b>149,113.61</b>	<b>111,366.84</b>	<b>135,000.00</b>	<b>-</b>
<b><u>Insurance</u></b>					
01-8704-12	Vehicle Insurance	4,929.96	4,147.56	5,800.00	5,000.00
01-8708-12	Property Insurance - Real & Personal	1,619.42	285.39	1,300.00	1,000.00
		<b>6,549.38</b>	<b>4,432.95</b>	<b>7,100.00</b>	<b>6,000.00</b>
<b><u>Capital Projects</u></b>					
01-8800-12	Street Construction - Dksn Eco.Dev.Corporation	445,966.71	308,644.11	773,982.00	-
	California Avenue (517 to 29th Street)				194,240.00
	Timber Drive (north end of Deats)				118,679.00
	24th Street (Hwy 3 to Timber Drive)				77,224.00
	Galveston Avenue (Park Avenue to 517)				79,559.00
	Hughes Lane				52,871.00
	Yupon Street				68,725.00
01-8801-12	Chip & Seal Street Maintenance	54,945.50	119,580.44	125,000.00	
	Bruce Avenue				20,000.00
	Wagon Raod				20,000.00
	30th Street				20,000.00
	Birtch Street				20,000.00
	Nevada Street				20,000.00
	Elm Street				20,000.00
	46th Street				20,000.00
01-8819-12	Construction - Oleander Bridge	-	-	-	30,500.00
01-8850-12	OHE Drilling Repairs	6,842.41	-	-	-
		<b>507,754.62</b>	<b>428,224.55</b>	<b>898,982.00</b>	<b>761,798.00</b>
<b>Total - Public Works &amp; Streets</b>					
		<b>1,126,930.75</b>	<b>1,265,508.07</b>	<b>2,204,017.00</b>	<b>1,920,437.00</b>

# Information Technology

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## Department Overview

The Information Technology Department will strive to provide all departments with the latest in hardware and software applications providing an efficient and timely environment through the maximization of technological capabilities, increasing employee productivity and enhancing the delivery of services used to support internal and external communications.

### Achievements for 2004

- Set-up and implemented the Southeast Texas Crime Information Center (SETCIC) program to assist in recovering outstanding warrants fines and fees
- Upgraded existing PC's operating systems from Windows 98 to Windows 2000 Professional or Windows XP Professional
- Continue to follow PC replacement plan
- Developed an inventory system for PC management
- Completed the Finance Department's software migration from Incode to STW
- Began the task of "imaging" the Court records utilizing the company, Iron Mountain
- Upgraded the City's website – by adding on-line forms and posting more detailed information relating to City business
- Created a traffic reporting link & telephone reporting "bank" to report adverse traffic conditions

### Goals for 2005

- Continue to follow the PC replacement plan
- Upgrade/Replace existing file servers (Exchange & In-house) with Windows Exchange 2003 and Server 2003, respectively
- Replace digital voice logger in the police station
- Continue to make preparations to migrate from Win-Badge and Tiburon CAD law enforcement software systems to the new law enforcement software
- Continue to provide 1<sup>st</sup> line support to the end users in the City's network
- Upgrade and the speed (band width) of City's Internet connection

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Information Technology Technician	0.25	0.25	0.25	0.25
<b>Department Total</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>

## Information Technology

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-13	FTE Base Salary & Wages	13,799.38	11,445.86	14,391.00	16,117.00
01-8110-13	Cell Phone Allowance	-	-	-	225.00
01-8113-13	Certification/Education Pay	270.00	213.75	270.00	270.00
01-8114-13	Longevity Pay	206.25	200.00	240.00	255.00
01-8151-13	Payroll Tax	200.56	188.86	216.00	80.00
01-8152-13	Unemployment Tax	-	51.75	34.00	88.00
01-8153-13	Retirement (TMRS)	1,010.48	1,133.82	1,426.00	1,747.00
01-8155-13	Employee Group Insurance	3,189.83	3,279.83	2,723.00	3,765.00
01-8156-13	Worker's Compensation	170.84	259.84	331.00	420.00
		<b>18,847.34</b>	<b>16,773.71</b>	<b>19,631.00</b>	<b>22,967.00</b>
<b><u>Supplies</u></b>					
01-8210-13	Office Supplies & Postage	(2,010.47)	80.00	500.00	500.00
01-8222-13	Peripheral Computer Supplies	2,652.48	2,801.12	5,000.00	3,000.00
		<b>642.01</b>	<b>2,881.12</b>	<b>5,500.00</b>	<b>3,500.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8304-13	Service Contract - Software	23,231.79	52,279.17	53,760.00	21,000.00
01-8307-13	Vehicle & Equipment	642.45	-	-	-
01-8309-13	Computer & Network Maintenance	16,757.72	13,472.60	17,000.00	18,000.00
01-8403-13	Dues/Subscriptions/Books	291.87	97.29	100.00	100.00
01-8407-13	Communication - Pagers/Phones	8,601.29	6,812.33	8,200.00	6,740.00
01-8420-13	School & Training	-	-	1,000.00	1,000.00
		<b>49,525.12</b>	<b>72,661.39</b>	<b>80,060.00</b>	<b>46,840.00</b>
<b><u>Contractual Services</u></b>					
01-8510-13	Document/Records Storage @ IM	-	-	1,000.00	1,000.00
01-8530-13	Copier/Postage Rental Contract	1,804.98	2,810.44	3,700.00	10,100.00
		<b>1,804.98</b>	<b>2,810.44</b>	<b>4,700.00</b>	<b>11,100.00</b>
<b><u>Capital Outlay</u></b>					
01-8602-13	Computer Software Upgrades	2,305.00	7,953.18	9,000.00	50,000.00
01-8603-13	Computer Workstations	31,891.95	14,843.25	27,000.00	29,600.00
		<b>34,196.95</b>	<b>22,796.43</b>	<b>36,000.00</b>	<b>79,600.00</b>
<b><u>Insurance</u></b>					
	<b>Total - Information Technology</b>	<b>105,016.40</b>	<b>117,923.09</b>	<b>145,891.00</b>	<b>164,007.00</b>

# Drainage Utility

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## Department Overview

The Drainage Utility Department has a multi-faceted mission which is comprised of the following components:

- Provide prompt, friendly, cost effective services for our customers and taxpayers
- Continue to enhance the quality of our services throughout the community
- Maintain an active role in community and civic affairs
- Maintain the City's drainage system to remove storm water at peak levels

## Achievements for 2004

- Improved drainage at Pin Oak (Southside), 42<sup>nd</sup>, Sunset and Oak Dr. (intersection) and Texas Avenue (29<sup>th</sup> to 31<sup>st</sup>. east side)

## Goals for 2005

- Improve communications with our customers with response calls and notices, keeping them involved.
- Improve customer confidence regarding our services by giving target response times for work and striving to meet those timelines.
- Insure proper notification of customers regarding planned drainage utility maintenance by utilizing door hanger notices created in 2002.
- Improve work order response time to our customers by creating an improved system of classifying complaints by priority and department. Scheduling work with the proper department and following up on work orders until completion of job.
- Improve drainage at Oakridge, Texas Avenue, Church and W. Sunset. Using the Drainage Utility Fee.

# Drainage Utility

## Department Overview

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### Personnel Summary

<u>Title</u>	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Public Works Director	0.00	0.00	0.00	0.00
Street Superintendent	0.50	0.50	0.45	0.45
Crew Leader	1.00	1.00	1.00	1.00
Drainage Surveyor	1.00	1.00	1.00	1.00
Truck Driver	1.00	2.00	2.00	2.00
Light Equipment Operator	1.00	1.00	0.00	0.00
<b>Contract labor(6 Months/PT)</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total</b>	<b>5.50</b>	<b>5.50</b>	<b>4.45</b>	<b>4.45</b>

<b>Program Statistics</b>	<b>Proposed FY 2005</b>	<b>Actual FY 2004</b>	<b>Actual FY 2003</b>
<i>Drainage Maintenance</i>			
1). Ditch Cut	30,000	19,041	18,486
2). Culverts Cleaned	5,000	1,698	1,081
3). Special drainage projects	4	4	3

## Drainage Utility

## General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-14	FTE Base Salary & Wages	131,970.97	97,216.82	132,225.00	145,580.00
01-8102-14	Overtime Pay	1,766.63	982.47	3,000.00	3,000.00
01-8110-14	Cell Phone Allowance	-	-	-	603.00
01-8114-14	Longevity Pay	1,035.50	1,262.50	1,233.00	1,860.00
01-8151-14	Payroll Tax	1,844.20	1,567.67	1,979.00	1,832.00
01-8152-14	Unemployment Tax	362.96	1,056.84	601.00	1,783.00
01-8153-14	Retirement (TMRS)	9,411.15	9,442.97	12,699.00	15,648.00
01-8155-14	Employee Group Insurance	48,080.99	47,674.66	47,626.00	47,666.00
01-8156-14	Worker's Compensation	1,311.74	5,846.10	7,447.00	6,680.00
		<b>195,784.14</b>	<b>165,050.03</b>	<b>206,810.00</b>	<b>224,652.00</b>
<b><u>Supplies</u></b>					
01-8204-14	Fuel	6,399.43	5,259.55	5,500.00	14,095.00
01-8205-14	Safety Equipment & Supplies	987.51	462.33	1,500.00	1,000.00
01-8210-14	Office & Postage Supplies	(3,851.29)	333.45	500.00	500.00
01-8211-14	Shop Supplies & Small Tools	942.57	479.60	1,000.00	1,000.00
		<b>4,478.22</b>	<b>6,534.93</b>	<b>8,500.00</b>	<b>16,595.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8301-14	Building/Property Maintenance	802.64	58.86	750.00	750.00
01-8302-14	Drainage Culvert/Drive Maintenance	11,243.65	5,144.22	6,500.00	7,000.00
01-8307-14	Vehicle Maintenance	11,363.14	3,367.22	12,000.00	12,000.00
01-8402-14	Conference & Travel - Staff	39.62	10.38	500.00	750.00
01-8407-14	Communication - Pagers/Phones	100.40	921.60	1,200.00	2,400.00
01-8414-14	Small Tools & Equipment Rental	1,716.91	238.05	500.00	500.00
01-8417-14	Utilities-Gas, Electricity & Water	1,899.09	1,986.62	1,500.00	2,000.00
01-8438-14	Uniform Service/Maintenance	1,863.61	1,655.10	1,400.00	1,650.00
		<b>29,029.06</b>	<b>13,382.05</b>	<b>24,350.00</b>	<b>27,050.00</b>
<b><u>Contractual Services</u></b>					
01-8527-14	Contractual Services - Labor	-	-	-	19,000.00
01-8535-14	Outfall Ditch Spraying Contract	3,777.00	3,078.00	5,790.00	3,000.00
01-8540-14	Phase II Storm Water Program	-	-	4,000.00	-

## Drainage Utility

## General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
	3,777.00	3,078.00	9,790.00	22,000.00
<b><u>Capital Outlay</u></b>				
01-8615-14 Major Drainage Improvement Project	41,425.68	29,897.73	73,800.00	70,000.00
01-8618-14 Church Street Drainage Project - Developer	-	-	-	56,000.00
01-8660-14 Vehicle Leasing Payment	-	-	-	8,200.00
	<b>41,425.68</b>	<b>29,897.73</b>	<b>73,800.00</b>	<b>134,200.00</b>
<b><u>Insurance</u></b>	-	-	-	-
<b><u>Capital Projects</u></b>	-	-	-	-
	=====	=====	=====	=====
<b>Total - Public Works &amp; Streets</b>	<b>274,494.10</b>	<b>217,942.74</b>	<b>323,250.00</b>	<b>424,497.00</b>
	=====	=====	=====	=====

# Mares Memorial Library

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## Department Overview

The Mares Memorial Library has served as Dickinson’s Public Library since 1967. In 2003, the City of Dickinson and Dickinson Library Association made significant changes in the relationship between the two entities. Library employees are now employees of the City and the Library has become a Department of the City. The full service library serves residents of Dickinson, Bacliff, San Leon and the surrounding area. The library is a member of the Galveston County Library System and the Houston Area Library System. The library provides materials and services to help patrons obtain information for personal, recreational and educational needs.

### Achievements for 2004

- Coordinated efforts for the sale and purchase of various properties in preparation of the remodeling of City Hall, Library, and Municipal Court buildings.
- Coordinated efforts of staff and Architect in the design of the proposed remodeling of City Hall, Library, Municipal Court buildings, new Fire Station, Joint Training Facility and Historic Railroad Depot restoration projects.
- Coordinated efforts of private developers as 12 new residential subdivisions come “on-line” within the city limits.
- City of Dickinson Code of Ordinances codification has been updated in all Code books and on the Internet through agreements with Municipal Code Corporation.

### Goals for 2005

- Increase circulation of printed materials
- Improve Spanish language collection, programs and signage
- Increase the number of volunteers and the total volunteer hours
- Increase children’s programs, including paid programs.
- Increase fundraising activities.

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Library Director	1.00	1.00	*	*
Assistant Director	0.75**	0.75**	*	*
Library Technician (3)	2.00**	2.00**	*	*
Library Page	0.40**	0.40**	*	*
Department Total	4.15	4.15	*	*

\*Formerly employees of the Dickinson Library Association

\*\*Part Time Employees

# Mares Memorial Library

# General Fund Expenditures

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget 07/27/2004	FY 2005 Budget
<b><u>Personnel Services</u></b>					
01-8101-15	FTE Base Salary & Wages	-	74,377.22	98,303.00	43,297.00
01-8104-15	PTE Base Salary	-	-	-	69,966.00
01-8113-15	Certification/Education Pay	-	480.00	800.00	1,920.00
01-8114-15	Longevity Pay	-	-	-	60.00
01-8150-15	FICA Tax	-	-	-	4,338.00
01-8151-15	Payroll Tax	-	4,250.69	5,354.00	1,671.00
01-8152-15	Unemployment Tax	-	1,169.67	810.00	2,808.00
01-8153-15	Retirement (TMRS)	-	2,427.27	3,438.00	4,691.00
01-8155-15	Employee Group Insurance	-	3,744.52	5,232.00	5,199.00
01-8156-15	Worker's Compensation	-	1,562.02	665.00	224.00
		-	<b>88,011.39</b>	<b>114,602.00</b>	<b>134,174.00</b>
<b><u>Supplies</u></b>					
01-8207-15	Janitorial Supplies	-	-	-	540.00
01-8210-15	Office Supplies & Postage	-	2,529.26	2,000.00	3,000.00
01-8211-15	Postage	-	-	1,400.00	-
01-8212-15	Materials Processing Supplies	-	2,303.28	5,350.00	2,760.00
01-8213-15	Janitorial & Maintenance Supplies	-	437.30	1,275.00	-
		-	<b>5,269.84</b>	<b>10,025.00</b>	<b>6,300.00</b>
<b><u>Maintenance &amp; Operation</u></b>					
01-8300-15	Building & Property	-	622.40	3,500.00	-
01-8301-15	Building & Property	-	932.27	1,000.00	1,000.00
01-8302-15	Equipment Maintenance	-	867.74	750.00	1,200.00
01-8309-15	Computer & Network Maintenance	-	3,432.67	10,000.00	5,000.00
01-8402-15	Conference & Travel - Staff	-	1,054.12	1,000.00	1,200.00
01-8407-15	Communication - Pagers/Phones	-	3,629.01	5,782.00	5,000.00
01-8417-15	Utilities-Gas, Electricity & Water	-	5,940.64	9,500.00	8,500.00
		-	<b>16,478.85</b>	<b>31,532.00</b>	<b>21,900.00</b>
<b><u>Contractual Services</u></b>					
01-8501-15	Finance & Audit	-	365.00	1,100.00	300.00
01-8512-15	Janitorial Services	-	5,875.06	5,480.00	4,800.00

Mares Memorial Library

General Fund Expenditures

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget 07/27/2004	FY 2005 Budget
	~	6,240.06	6,580.00	5,100.00
<u>Capital Outlay</u>	~	~	~	~
<u>Insurance</u>				
01-8708-15 Property Insurance - Real & Personal	~	1,520.05	2,000.00	2,000.00
	~	1,520.05	2,000.00	2,000.00
	=====	=====	=====	=====
Total - Mares Memorial Library	~	117,520.19	164,739.00	169,474.00
	=====	=====	=====	=====

# Dickinson Historical Society

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## Department Overview

This department assists in maintaining the grounds and buildings of the Historic Railroad Depot Center through funds received by the local Hotel/Motel taxes collected by the City, as allowed for in the Texas State Tax Code Chapter 351. This department also assists in raising the \$215,000.00 in matching funds required of the City to restore the Depot Center, which is part of a \$1.08 million grant provided by the Texas Department of Transportation (TXDOT). The Historical Society employs (1) part-time Director. The Historical Society will assist in creating and maintaining an area museum, a visitor center, and a meeting facility at the Depot Center, once it is restored. A Publicity and Tourism contract between the City and the Dickinson Historical Society Board provides for the use of Hotel Occupancy tax funds for the attraction and promotion of tourism and the Convention and Hotel industry in the City. The City provides office space, furniture, and the use office equipment at City Hall.

## Achievements for 2004

- The Society has raised more than \$159,641.00 in pledges towards the Railroad Depot Restoration Project. It has provided the City approximately \$131,641.00 in funding to-date, and has \$28,000.00 remaining in pledged funds to be collected.
- The Society has achieved a membership of more than 208 individuals, senior citizens, families and Patrons, reaching as far as California and Washington.
- The Society held its second annual Wine and Cheese event with more than 300 attendees and raised more than \$7,000.00 in donations during this event.
- The Society was recognized for its efforts through the *Make a Difference Day* Foundation and USA Weekend for its achievement in working with local organizations and individuals to improve and educate the community.
- The Society received the North Galveston County Chamber of Commerce 2003 Community Service Award of the Year.
- The Society co-sponsored the first annual Memorial Day Festival in Paul Hopkins Park with the Dickinson Rotary Club.

## Goals for 2005

- To assist the City in raising the remaining \$55,000.00 needed for the Depot Restoration Project and any additional funds that might be required for the project.
- Work with TXDOT to begin the bidding and construction phases of the Restoration Project.
- Work to maintain and preserve historical documents and artifacts, as well as encourage the maintenance, preservation and promotion of local historical landmarks.
- Work with the North Galveston County Chamber of Commerce on plans for the future use and development of the Depot Center.
- Work with the Texas and Galveston Historical Commissions on the new Texas Regional Trails Website for the promotion of the Dickinson and North Galveston County area through tourism.

# Dickinson Historical Society

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## Department Overview

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Executive Director	0.50	0.50	0.50	0.50
<b>Department Total</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>



City of Dickinson  
 General Fund Summary  
 FY 2005 Revenue Budget vs. Expenditure Budget  
 with FY 2004 Actuals

	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget 07/30/2004	FY 2005 Budget
<b><u>Revenue</u></b>			
Property Tax - with 8.1% increase in effective rate	1,752,081.13	1,730,000.00	1,904,232.00
Sales Tax - Transfer from Sales Tax Fund	713,458.63	829,200.00	868,000.00
Franchise and Local Tax	659,904.63	841,000.00	921,100.00
Licenses & Permits	194,506.30	189,900.00	212,250.00
Court Fines and Fees	545,400.99	560,000.00	683,020.00
Charges for Services	588,754.97	783,000.00	788,150.00
Drainage Fees	227,764.23	320,000.00	310,000.00
Developer Drainage Contribution	-	-	56,000.00
Interest	21,908.12	37,500.00	25,000.00
Miscellaneous Income includes property sold	364,557.73	11,500.00	20,700.00
Intergovernmental	173,743.47	199,446.00	187,900.00
Library Revenue Sources	32,000.00	50,000.00	50,000.00
Anticipation Note Proceeds Reimbursement	42,236.00	279,000.00	-
Bond Proceeds - City Renov. Project	-	-	100,000.00
Transfer from Special Revenue Funds	-	10,265.00	-
Transfer from Dickinson Economic Development Corporation	153,461.53	1,036,764.00	870,288.00
<b>Total Revenue</b>	<b>5,469,777.73</b>	<b>6,877,575.00</b>	<b>6,996,640.00</b>

<u>Expenditure</u>			<u>FY 2005 Budget</u>
Administration - 01	(512,074.74)	(643,009.00)	(435,364.00)
HR & Finance - 02	(132,433.59)	(228,096.00)	(269,965.00)
Community Development - 03	(178,292.62)	(186,776.00)	(210,324.00)
Municipal Court - 04	(121,581.34)	(155,930.00)	(193,403.00)
Law Enforcement - 05	(2,057,283.30)	(2,477,598.00)	(2,601,383.00)
Parks & Recreation - 07	(109,599.66)	(15,325.00)	(24,320.00)
Public Safety & Code Enforcement - 10	(361,522.80)	(511,024.00)	(491,404.00)
Emergency Management - 11	(43,566.35)	(60,137.00)	(61,244.00)
Public Works - Streets & Drainage - 12	(1,265,508.07)	(2,204,017.00)	(1,920,437.00)
Information Technology - 13	(117,923.09)	(145,891.00)	(164,007.00)
Drainage Utility - 14	(217,942.74)	(323,250.00)	(424,497.00)
Library - 15	(117,520.19)	(164,739.00)	(169,474.00)
Dickinson Historical Society - 16	-	-	(23,600.00)
<b>Total Expenditure</b>	<b>(5,235,248.49)</b>	<b>(7,115,792.00)</b>	<b>(6,989,422.00)</b>
<b>Revenues Over/&lt;Under&gt; Expenditure</b>	234,529.24		7,218.00
Fund Balance - October 1, 2003 (Audited)	2,032,637.00		
Less: Designated for Refundable Drilling Cash Bonds Reserve	(104,268.17)		
Less: Designated for Railroad Depot	(105,604.40)		
Less: Designated for Disaster Reserve	(42,457.00)		
<b>Approximate General Fund Balance Available - July, 2004</b>	<b><u>2,014,836.67</u></b>		

**Note:** All transactions not yet posted  
Sales Tax Revenue accrued only through June, 2004.  
Operating Bank Account not reconciled for July/August

# Debt Service Fund Total Debt Obligations



## Debt Service Fund

### Revenue

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Ad Valorem Tax</u></b>				
02-7101 Current Property Tax	392,136.53	471,231.99	469,855.00	653,526.00
02-7102 Delinquent Property Tax	-	11,894.41	7,500.00	14,591.00
02-7103 Penalty and Interest	9,295.02	9,248.26	5,000.00	11,009.00
	<b>401,431.55</b>	<b>492,374.66</b>	<b>482,355.00</b>	<b>679,126.00</b>
<b><u>Miscellaneous Income</u></b>				
02-7103 Interest Income	896.98	94.23	1,200.00	-
	<b>896.98</b>	<b>94.23</b>	<b>1,200.00</b>	<b>-</b>
<b><u>Other Financing Sources</u></b>				
02-7726 Transfer In - Dksn Economic Dev.Corp.	76,103.00	-	76,681.00	73,013.00
	<b>76,103.00</b>	<b>-</b>	<b>76,681.00</b>	<b>73,013.00</b>
<b>Total Debt Service Revenue</b>	<b>478,431.53</b>	<b>492,468.89</b>	<b>560,236.00</b>	<b>752,139.00</b>

### Expenditures

#### Debt Service Payments

02-8901-40 Certificate of Obligation, Series 2000 - Principal	-	-	-	115,000.00
02-8902-40 Certificate of Obligation, Series 2000 - Interest	-	-	-	155,500.00
02-8903-40 Tax Anticipation Note, Series 2001 - Principal	-	-	-	41,200.00
02-8904-40 Tax Anticipation Note, Series 2001 - Interest	-	-	-	2,411.02
02-8905-40 Tax Anticipation Note, Series 2002 - Principal	-	-	-	27,000.00
02-8906-40 Tax Anticipation Note, Series 2002 - Interest	-	-	-	4,050.00
02-8907-40 Tax Anticipation Note, Series 2003 - Principal	-	-	-	90,000.00
02-8908-40 Tax Anticipation Note, Series 2003 - Interest	-	-	-	8,365.00
02-8910-40 Tax Anticipation Note, Series 2004 - Interest	-	-	-	210,000.00
02-8950-40 Debt Payments - Principal	139,700.00	238,201.30	229,700.00	-
02-8951-40 Debt Payments - Interest	187,357.95	96,820.95	264,884.00	-
	<b>327,057.95</b>	<b>335,022.25</b>	<b>494,584.00</b>	<b>653,526.02</b>

#### Miscellaneous Expenditures

02-8525-40 Issue Costs	874.5	-	2,500.00	2,500.00
	<b>874.5</b>	<b>-</b>	<b>2,500.00</b>	<b>2,500.00</b>

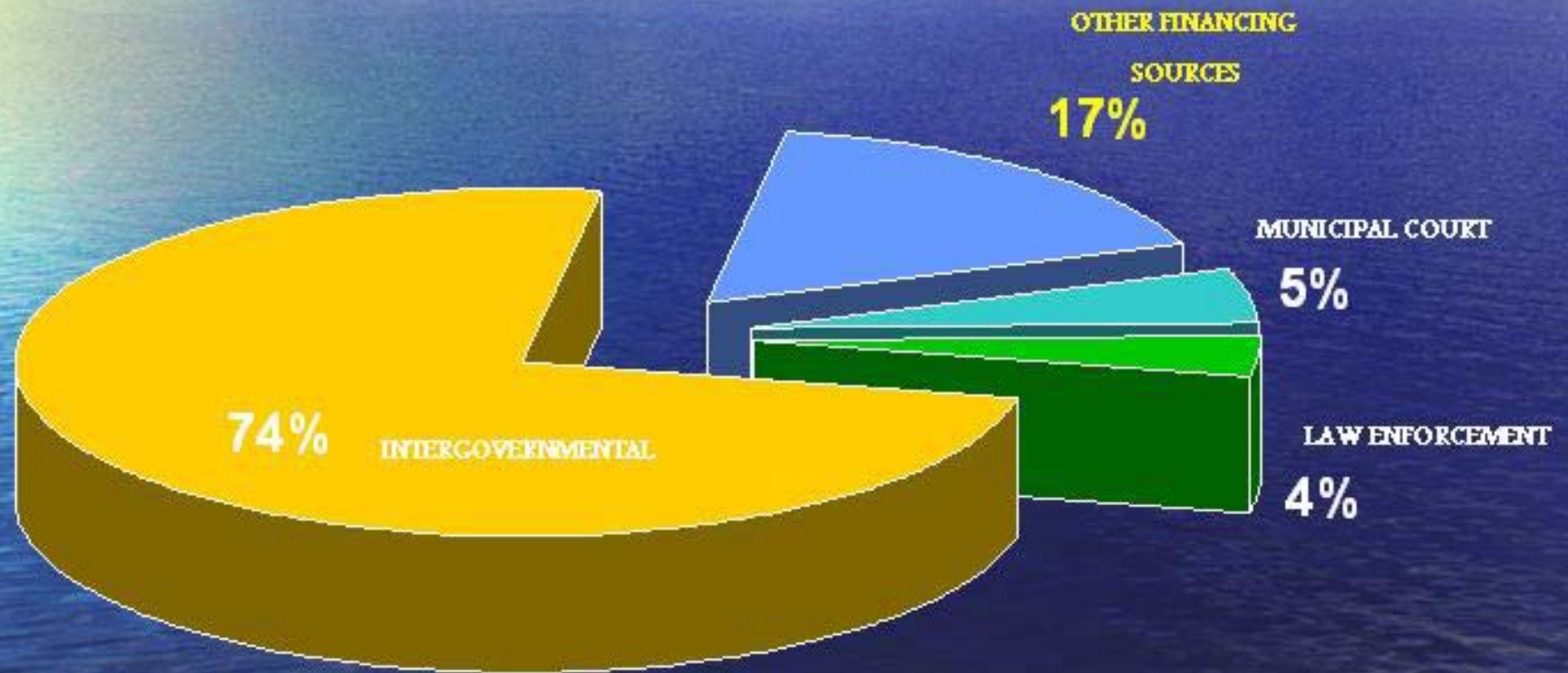
#### **Total Debt Service Expenditure**

<b>327,932.45</b>	<b>335,022.25</b>	<b>497,084.00</b>	<b>656,026.02</b>
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**City of Dickinson**  
**Debt Service Fund Summary**  
**FY 2005 Revenue Budget vs. Expenditure Budget**  
**with FY 2004 Actuals**

	FY 2004 Actual as of July 31, 2004	FY 2004 Revised Budget 07/30/2004	FY 2005 Budget
<u>Revenue</u>	492,468.89	560,236.00	752,139.00
<u>Expenditure</u>	(335,022.25)	(494,584.00)	(653,526.02)
<b>Revenues Over/&lt;Under&gt; Expenditure</b>	157,446.64	65,652.00	98,612.98
Fund Balance - October 1, 2003	663,236.00		
Approximate Fund Balance - July, 2004	<u><u>820,682.64</u></u>		

# Special Revenue Fund Revenues



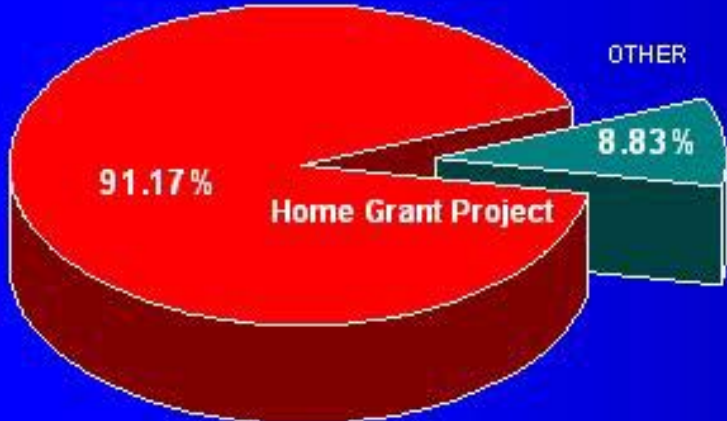
## Special Revenue Fund

### Revenue

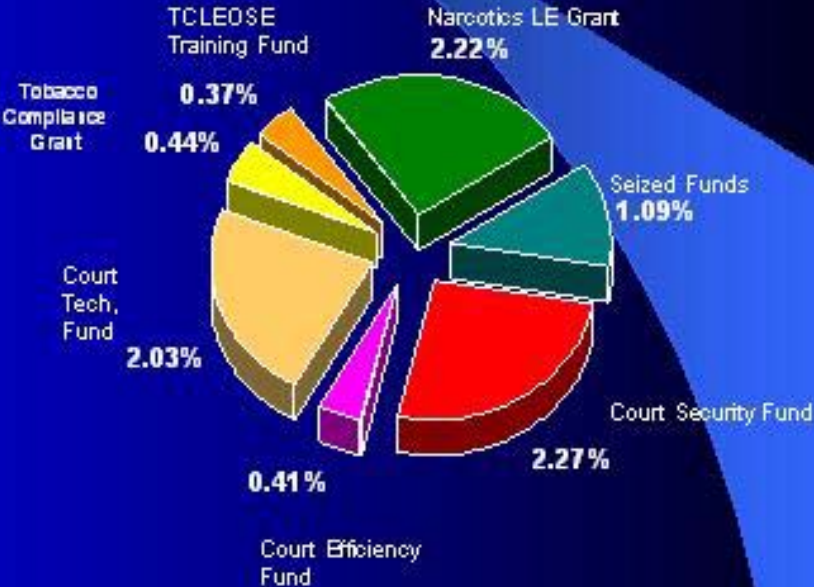
	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Municipal Court Revenue</u></b>				
03-7407 Court Security Fund	12,388.64	11,841.20	13,000.00	15,339.00
03-7409 Court Efficiency Fund	4,258.66	3,455.23	2,600.00	2,800.00
03-7410 Court Technology Fund	10,053.13	15,568.95	17,000.00	13,759.00
03-7411 Child Safety Fund	-	20.00	-	-
	<b>26,700.43</b>	<b>30,885.38</b>	<b>32,600.00</b>	<b>31,898.00</b>
<b><u>Law Enforcement Revenue</u></b>				
03-7609 Law Enforcement Donation	3,306.10	250.00	-	100.00
03-7618 Forfeited Seized Funds	2,604.01	844.00	2,500.00	7,350.00
03-7619 TCLEOSE Training Funds	3,571.07	3,172.14	2,500.00	2,500.00
03-7712 Galveston County Narcotics Task Force Grant	-	-	-	15,000.00
03-7720 Tobacco Compliance Grant	-	3,000.00	3,000.00	3,000.00
03-7740 2002-LBBX-1435 I/T Grant	7,873.98	-	-	-
	<b>17,355.16</b>	<b>7,266.14</b>	<b>8,000.00</b>	<b>27,950.00</b>
<b><u>Intergovernmental</u></b>				
03-7710 Texas Home Grant	-	1,950.00	500,000.00	500,000.00
	<b>-</b>	<b>1,950.00</b>	<b>500,000.00</b>	<b>500,000.00</b>
<b><u>Miscellaneous Income</u></b>				
03-7621 Interest Income	1,771.51	865.57	2,000.00	-
	<b>1,771.51</b>	<b>865.57</b>	<b>2,000.00</b>	<b>-</b>
<b><u>Other Financing Sources</u></b>				
03-7726 Transfer In - Dksn Economic Dev.Corp.(Grant Matching)	-	-	117,000.00	117,000.00
	<b>-</b>	<b>-</b>	<b>117,000.00</b>	<b>117,000.00</b>
<b>Total Special Revenue Fund</b>	<b>45,827.10</b>	<b>40,967.09</b>	<b>659,600.00</b>	<b>676,848.00</b>

# Special Revenue Fund Expenditures

Home Grant Expenditures



OTHER Expenditures



## Special Revenue Fund

### Administration

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
03-8503-01 Dickinson Historical Society	-	-	1,000.00	-
03-8520-01 Texas Home Grant Program	-	1,560.00	500,000.00	500,000.00
03-8521-01 Texas Home Grant Matching (local)	-	390.00	117,000.00	117,000.00
	~	<b>1,950.00</b>	<b>618,000.00</b>	<b>617,000.00</b>
<b>Total Special Revenue Fund</b>	=====	=====	=====	=====
	~	<b>1,950.00</b>	<b>618,000.00</b>	<b>617,000.00</b>
	=====	=====	=====	=====

# Court Security Fund

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Article. [102.017\[0\]](#). Court Costs; Courthouse Security Fund; Municipal Court Building Security Fund

(a) A defendant convicted of a felony offense in a district court shall pay a \$5 security fee as a cost of court.

(b) A defendant convicted of a misdemeanor offense in a justice court, county court, county court at law, or district court shall pay a \$3 security fee as a cost of court. The governing body of a municipality by ordinance may create a municipal court building security fund and may require a defendant convicted of a misdemeanor offense in a municipal court to pay a \$3 security fee as a cost of court.

(c) In this [article\[0\]](#), a person is considered convicted if:

(1) A sentence is imposed on the person;

(2) The person receives community supervision, including deferred adjudication; or

(3) The court defers final disposition of the person's case.

(d) The clerks of the respective courts shall collect the costs and pay them to the county or municipal treasurer, as appropriate, or to any other official who discharges the duties commonly delegated to the county or municipal treasurer, as appropriate, for deposit in a fund to be known as the courthouse security fund or a fund to be known as the municipal court building security fund, as appropriate. A fund designated by this subsection may be used only to finance items when used for the purpose of providing security services for buildings housing a district, county, justice, or municipal court, as appropriate, including:

(1) The purchase or repair of X-ray machines and conveying systems;

(2) Handheld metal detectors;

(3) Walkthrough metal detectors;

(4) Identification cards and systems;

(5) Electronic locking and surveillance equipment;

(6) Bailiffs, deputy sheriffs, deputy constables, or contract security personnel during times when they are providing appropriate security services;

## Court Security Fund

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- (7) Signage;
- (8) Confiscated weapon inventory and tracking systems;
- (9) Locks, chains, alarms, or similar security devices;
- (10) Tthe purchase or repair of bullet-proof glass; and
- (11) Continuing education on security issues for court personnel and security personnel.

**(e)** The courthouse security fund shall be administered by or under the direction of the commissioners court. The municipal court building fund shall be administered by or under the direction of the governing body of the municipality.

Added by Acts 1993, 73rd Leg., ch. 818, Sec. 1, eff. Sept. 1, 1993. Amended by Acts 1995, 74th Leg., ch. 764, Sec. 2, eff. Aug. 28, 1995; Subsecs. (a), (b), (d) amended by Acts 1997, 75th Leg., ch. 12, Sec. 1, eff. Sept. 1, 1997; Subsec. (d) amended by Acts 1999, 76th Leg., ch. 110, Sec. 1, eff. May 17, 1999.

## Special Revenue Fund

### Municipal Court Expenditure

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Court Security Funds</u></b>				
<b><u>Personnel Services</u></b>				
03-8101-04 FTE Base Salary & Wages	-	-	-	9,344.00
03-8112-04 Prior Year Salary & Wages - Security	9,129.95	7,454.09	9,357.00	-
03-8113-04 Certification/Education Pay	641.25	451.25	570.00	570.00
03-8114-04 Longevity Pay	55.00	62.50	75.00	90.00
03-8150-04 FICA Tax	-	76.65	-	-
03-8151-04 Payroll Tax	142.44	54.88	145.00	36.00
03-8152-04 Unemployment Tax	-	-	34.00	88.00
03-8153-04 Retirement (TMRS)	683.02	749.11	957.00	1,036.00
03-8154-04 Employee Group Insurance - Security Funds	-	-	1,322.00	-
03-8155-04 Employee Group Insurance	-	954.64	215.00	1,381.00
03-8156-04 Worker's Compensation	-	-	-	244.00
	<b>10,651.66</b>	<b>9,803.12</b>	<b>12,675.00</b>	<b>12,789.00</b>
<b><u>Maintenance &amp; Operation</u></b>				
03-8420-04 Conference & Travel - Staff (Security Funds)	350.00	675.60	750.00	900.00
03-8433-04 Security Systems - Court (Security Funds)	1,079.60	269.00	1,650.00	1,650.00
	<b>1,429.60</b>	<b>944.60</b>	<b>2,400.00</b>	<b>2,550.00</b>
	=====			
<b>Total Municipal Court Security Funds</b>	<b>12,081.26</b>	<b>10,747.72</b>	<b>15,075.00</b>	<b>15,339.00</b>
	=====			

# Child Safety Fund

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## Article. 102.014. Court Costs for Child Safety Fund in Municipalities

- (a) The governing body of a municipality with a population greater than 850,000 according to the most recent federal decennial census that has adopted an ordinance, regulation, or order regulating the stopping, standing, or parking of vehicles as allowed by Section 542.202, Transportation Code, or Chapter 682, Transportation Code, shall by order assess a court cost on each parking violation not less than \$2 and not to exceed \$5. The court costs under this subsection shall be collected in the same manner that other fines in the case are collected.
- (b) The governing body of a municipality with a population less than 850,000 according to the most recent federal decennial census that has adopted an ordinance, regulation, or order regulating the stopping, standing, or parking of vehicles as allowed by Section 542.202, Transportation Code, or Chapter 682, Transportation Code, may by order assess a court cost on each parking violation not to exceed \$5. The additional court cost under this subsection shall be collected in the same manner that other fines in the case are collected.
- (c) A person convicted of an offense under Subtitle C, Title 7, Transportation Code, when the offense occurs within a school crossing zone as defined by Section 541.302 of that code, shall pay as court costs \$25 in addition to other taxable court costs. A person convicted of an offense under Section 545.066, Transportation Code, shall pay as court costs \$25 in addition to other taxable court costs. The additional court costs under this subsection shall be collected in the same manner that other fines and taxable court costs in the case are collected and shall be assessed only in a municipality.
- (d) A person convicted of an offense under Section 25.093 or 25.094, Education Code, shall pay as taxable court costs \$20 in addition to other taxable court costs. The additional court costs under this subsection shall be collected in the same manner that other fines and taxable court costs in the case are collected.
- (e) In this [article\[0\]](#), a person is considered to have been convicted in a case if the person would be considered to have been convicted under Section 133.101, Local Government Code.
- (f) In a municipality with a population greater than 850,000 according to the most recent federal decennial census, the officer collecting the costs in a municipal court case shall deposit money collected under this [article\[0\]](#) in the municipal child safety trust fund established as required by Chapter 106, Local Government Code.

## Child Safety Fund

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(g) In a municipality with a population less than 850,000 according to the most recent federal decennial census, the money collected under this [article\[0\]](#) in a municipal court case must be used for a school crossing guard program if the municipality operates one. If the municipality does not operate a school crossing guard program or if the money received from court costs from municipal court cases exceeds the amount necessary to fund the school crossing guard program, the municipality may either deposit the additional money in an interest-bearing account or expend it for programs designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention.

(h) Money collected under this [article\[0\]](#) in a justice, county, or district court shall be used to fund school crossing guard programs in the county where they are collected. If the county does not operate a school crossing guard program, the county may:

- (1) remit fee revenues to school districts in its jurisdiction for the purpose of providing school crossing guard services;
- (2) fund programs the county is authorized by law to provide which are designed to enhance child safety, health, or nutrition, including child abuse prevention and intervention and drug and alcohol abuse prevention;
- (3) provide funding to the sheriff's department for school-related activities;
- (4) provide funding to the county juvenile probation department; or
- (5) deposit the money in the general fund of the county.

(i) Each collecting officer shall keep separate records of money collected under this [article\[0\]](#).

Added by Acts 1991, 72nd Leg., ch. 830, Sec. 2, eff. July 1, 1991. Subsec. (e) amended by Acts 1995, 74th Leg., ch. 76, Sec. 10.03, eff. Sept. 1, 1995; Subsec. (c) amended by Acts 1997, 75th Leg., ch. 50, Sec. 1, eff. Sept. 1, 1997; amended by Acts 1997, 75th Leg., ch. 165, Sec. 6.05, eff. Sept. 1, 1997. Amended by Acts 1997, 75th Leg., ch. 1384, Sec. 1, eff. Sept. 1, 1997; Subsec. (c) amended by Acts 2001, 77th Leg., ch. 983, Sec. 1; Subsec. (d) amended by Acts 2001, 77th Leg., ch. 1514, Sec. 10, eff. Sept. 1, 2001; Subsec. (e) amended by Acts 2003, 78th Leg., ch. 209, Sec. 69(a), eff. Jan. 1, 2004.

## Special Revenue Fund

### Municipal Court Expenditure

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<u>Court Security Funds</u>				
<u>Child Safety Funds</u>	-	-	-	-
<b>Total Municipal Court Security Funds</b>	~	~	~	~

**Note:** Child Safety Reserve has a fund balance of \$20,163.89 as of July, 2004

# Municipal Court Technology Fund

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Article. 102.0172. Court Costs; Municipal Court Technology Fund

**(a)** The governing body of a municipality by ordinance may create a municipal court technology fund and may require a defendant convicted of a misdemeanor offense in a municipal court or municipal court of record to pay a technology fee not to exceed \$4 as a cost of court.

**(b)** In this [article\[0\]](#), a person is considered convicted if:

- (1) A sentence is imposed on the person;
- (2) The person is placed on community supervision, including deferred adjudication community supervision; or
- (3) the court defers final disposition of the person's case.

**(c)** The municipal court clerk shall collect the costs and pay the funds to the municipal treasurer, or to any other official who discharges the duties commonly delegated to the municipal treasurer, for deposit in a fund to be known as the municipal court technology fund.

**(d)** A fund designated by this [article\[0\]](#) may be used only to finance the purchase of or to maintain technological enhancements for a municipal court or municipal court of record, including:

- (1) computer systems;
- (2) computer networks;
- (3) computer hardware;
- (4) computer software;
- (5) imaging systems;
- (6) electronic kiosks;
- (7) electronic ticket writers; and

## Municipal Court Technology Fund

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(8) docket management systems.

(e) The municipal court technology fund shall be administered by or under the direction of the governing body of the municipality.

(f) Repealed by Acts 2003, 78th Leg., ch. 502, Sec. 2, eff. Sept. 1, 2003.

Added by Acts 1999, 76th Leg., chapter. 285, Sec. 1, effective. Sept. 1, 1999; Subsection. (d) amended by Acts 2003, 78th Leg., chapter 502, Sec. 1, effective. Sept. 1, 2003; Subsection. (f) repealed by Acts 2003, 78th Leg., chapter. 502, Sec. 2, effective. Sept. 1, 2003.

## Special Revenue Fund

### Municipal Court Expenditure (continued)

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<u>Court Efficiency Funds</u>				
 <u>Court Technology Funds</u>				
<u>Maintenance &amp; Operation</u>				
03-8602-04    PC Equipment/Software Upgrade	10,053.13	3,582.00	9,100.00	13,759.00
	<b>10,053.13</b>	<b>3,582.00</b>	<b>9,100.00</b>	<b>13,759.00</b>
 <u>Inter-Fund Transfer</u>				
03-8609-04    Transfer Out - General Funds	-	-	10,265.00	-
	~	~	<b>10,265.00</b>	~
<b>Total Court Technology Funds</b>	<b>10,053.13</b>	<b>3,582.00</b>	<b>19,365.00</b>	<b>13,759.00</b>

# Court Efficiency Fund

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## SUBCHAPTER K. TIME PAYMENT FEE

§ [51.921\[O\]](#). TIME PAYMENT FEE. (a) In addition to other fees authorized or required by law, the clerk of each district court, statutory county court, county court, justice court, and municipal court shall collect a fee of \$25 from a person who:

(1) has been convicted of a felony or misdemeanor; and

(2) pays any part of a fine, court costs, or

restitution on or after the 31st day after the date on which a judgment is entered assessing the fine, court costs, or restitution.

(b) Court fees under this [section\[O\]](#) shall be collected in the same manner as other fees, fines, or costs in the case. The officer collecting the fees shall keep separate records of the money collected under this [section\[O\]](#) and shall deposit the money in the county or municipal treasury, as appropriate.

(c) The custodian of the county or municipal treasury, as appropriate, shall keep a record of the amount of money on deposit collected under this [section\[O\]](#) and shall send 50 percent of the fees collected under this [section\[O\]](#) to the comptroller at least as frequently as monthly. The comptroller shall deposit the fees received to the credit of the general revenue fund.

(d) The custodian of the county or municipal treasury, as appropriate, shall deposit 10 percent of the fees collected under this [section\[O\]](#) in the general fund of the county or municipality for the purpose of improving the efficiency of the administration of justice in the county or municipality. The county or municipality shall prioritize the needs of the judicial officer who collected the fees when making expenditures under this subsection.

(e) The custodian of the county or municipal treasury, as appropriate, shall deposit 40 percent of the fees collected under this [section\[O\]](#) in the general revenue account of the county or municipality.

(f) The comptroller may audit the records of a county or municipality relating to fees collected under this [section\[O\]](#).

Added by Acts 1997, 75th Leg., ch. 1327, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 1179, § 1, eff. Sept. 1, 1999.

## Special Revenue Fund

### Municipal Court Expenditure (continued)

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Court Efficiency Funds</u></b>				
<b><u>Maintenance &amp; Operation</u></b>				
03-8304-04 Service Contract - (Efficiency Funds)	2,549.44	6,276.00	3,600.00	-
03-8402-04 Conference & Travel - Staff (Efficiency Funds)	930.23	1,077.94	2,800.00	2,800.00
	<b>3,479.67</b>	<b>7,353.94</b>	<b>6,400.00</b>	<b>2,800.00</b>
	=====	=====	=====	=====
<b>Total Court Efficiency Funds</b>	<b>3,479.67</b>	<b>7,353.94</b>	<b>6,400.00</b>	<b>2,800.00</b>
	=====	=====	=====	=====

## Special Revenue Funds – Law Enforcement

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The following represents an overview of the Special Revenue Funds as they relate to Texas Commission on Law Enforcement Officers Standards and Education (TCLEOSE), Galveston County Narcotics Task Force Funds (GCNTFG), Tobacco Compliance Grant, and Bulletproof Vest Partnership (BVP) grant.

### **Texas Commission on Law Enforcement Officer Standards and Education Funds (TCLEOSE)**

The TCLEOSE funds are awarded to law enforcement agencies throughout the State to assist in the task of providing a means of funding for mandatory TCLEOSE training and other training deemed necessary by law enforcement agencies. These funds can also be used to purchase training aids needed by law enforcement.

### **Galveston County Narcotics Task Force Grant (GCNTFG)**

The GCNTFG funds are residual funds that were invested in the task force at its inception back in 1989. These funds were dispersed to all of the original agencies that participated in the task since its inception. The Galveston County awarded the funds to the Dickinson Police Department on 6-17-2004. These funds have been authorized by City Council to be used for the investigation of narcotic activity. Funding purposes include, but are not limited to: purchasing narcotic evidence/information, purchase of investigative equipment, vehicle supplies, surveillance supplies, or any other item deemed necessary by the Detectives in charge of such narcotic investigations.

### **Tobacco Compliance Grant**

The Tobacco Compliance Grant is funded by the State Comptroller's Office for the purposes of education and enforcement of tobacco products and retailers. Officers of the Dickinson Police Department coordinate efforts to perform "sting" operations for retailer compliance and also provide educational "seminars" to area youth to detour tobacco use. The police department has received funding for from Comptrollers Office over the past 4 to 5 years for this purpose. This is a non-cash matching grant.

### **Bulletproof Vest Partnership Grant**

The U.S. Department of Justice Bureau of Justice Assistance office funds the Bulletproof Vest Partnership grant. Police departments across the United States receive this grant on an annual basis. The purpose of the grant is to provide 50% of the total cost of a ballistic vest used by police officers. The BVP offers this grant to law enforcement agencies on an annual basis. The Dickinson Police Department has received funding from this grant over the last 5 years.

## Special Revenue Fund

### Law Enforcement

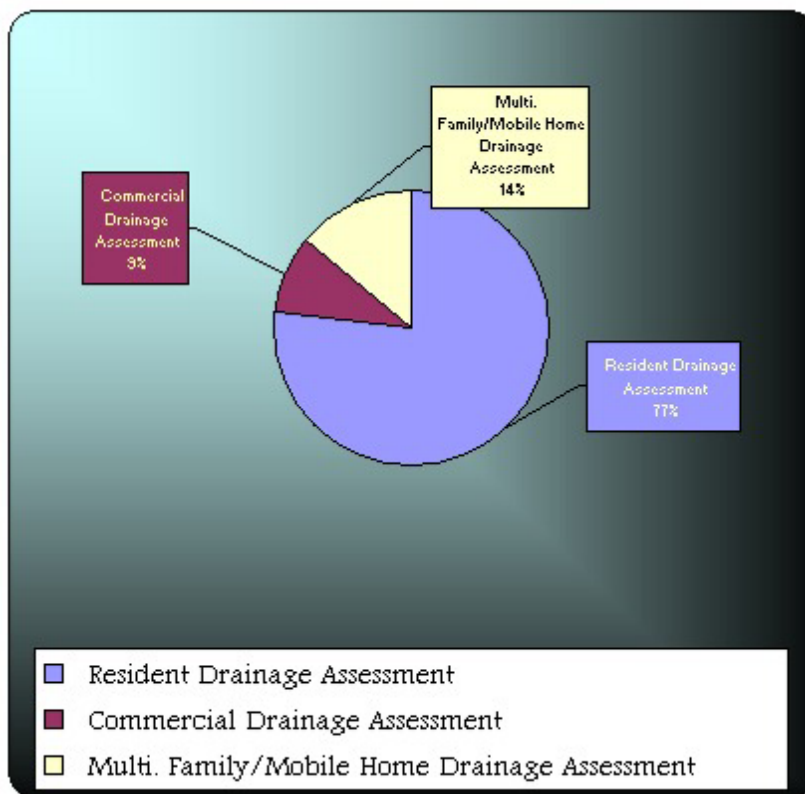
	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Maintenance &amp; Operation</u></b>				
03-8220-05 Tobacco Compliance Grant Expenditures	-	290.35	3,000.00	3,000.00
03-8420-05 TCLEOSE Training Fund	3,571.07	2,021.00	2,500.00	2,500.00
03-8506-05 Galveston County Narcotics Task Force Grant	-	-	-	15,000.00
03-8986-05 Forfeited Seized Funds	2,604.01	-	5,000.00	7,350.00
03-8920-05 2002-LBBX-1435 Expenditures	-	1,555.90	-	-
03-8102-39 Prior Year/s Tobacco Grant Expenditures	1,180.93	-	-	-
03-9515-39 2001-LBBX-1639 Expenditures	2,046.85	-	-	-
03-9520-39 2002-LBBX-1435 Expenditures	7,873.98	-	-	-
03-9910-39 Prior Year/s State Tobacco Grant	2,936.20	-	-	-
	<b>20,213.04</b>	<b>3,867.25</b>	<b>10,500.00</b>	<b>27,850.00</b>
	=====	=====	=====	=====
<b>Total Law Enforcement Special Revenue Fund Expenditures</b>	<b>20,213.04</b>	<b>3,867.25</b>	<b>10,500.00</b>	<b>27,850.00</b>
	=====	=====	=====	=====

**City of Dickinson  
Special Revenue Fund Summary  
FY 2005 Revenue Budget vs. Expenditure Budget  
with FY 2004 Actuals**

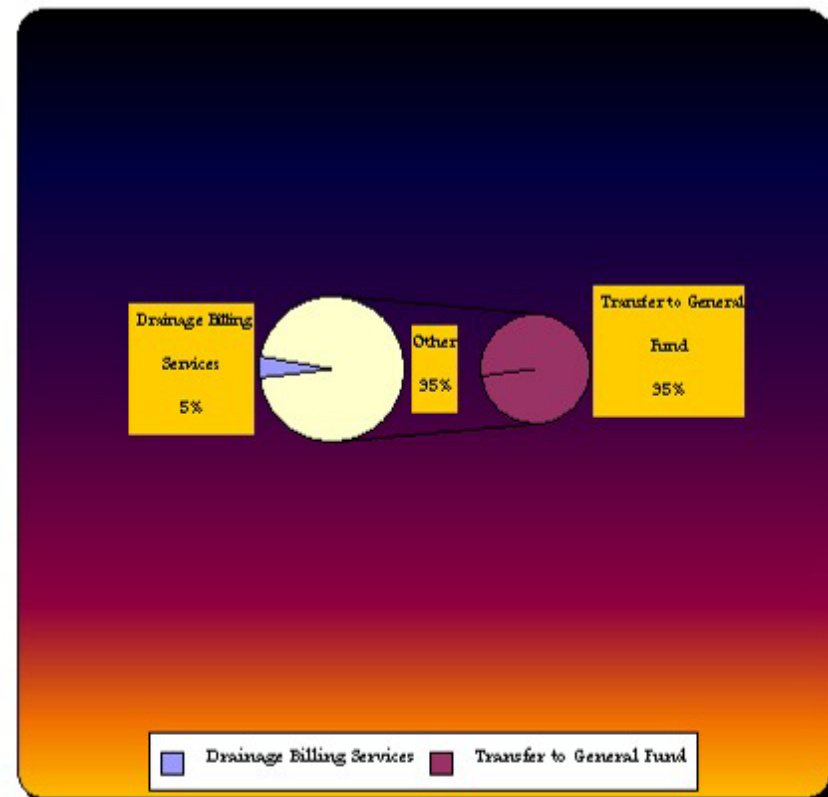
	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Revenue</u></b>			
Municipal Court	30,885.38	32,600.00	31,898.00
Law Enforcement	7,266.14	8,000.00	27,950.00
Inter-governmental	1,950.00	500,000.00	500,000.00
Other Financing Sources	-	117,000.00	117,000.00
Interest Income	865.57	2,000.00	-
	<b>40,967.09</b>	<b>659,600.00</b>	<b>676,848.00</b>
<b><u>Expenditure</u></b>			
Municipal Court	(21,683.66)	(40,840.00)	(31,898.00)
Law Enforcement	(3,867.25)	(10,500.00)	(27,850.00)
Inter-governmental	(1,950.00)	(618,000.00)	(617,000.00)
	<b>(27,500.91)</b>	<b>(669,340.00)</b>	<b>(676,748.00)</b>
<b>Revenues Over/&lt;Under&gt; Expenditure</b>	13,466.18	(9,740.00)	100.00
<b>Fund Balance - October 1, 2003</b>	<b>82,219.78</b>		
03-3009 Court Security Fund Reserve	16,714.47		
03-3015 Court Efficiency Fund Reserve	-		
03-3104 Child Safety Fund Reserve	20,143.89		
03-3017 Court Technology Fund Reserve	24,560.07		
03-3005 K-9 Unit Reserve	360.51		
03-3008 LE Donations Reserve	707.91		
03-3012 TCLEOSE Funds Reserve	2,456.03		
03-3014 TCLEOSE Funds Reserve	770.30		
03-3016 Forfeited Seized Funds Reserve	11,507.08		
03-3105 Bullet Proof Fund Reserve	1,732.50		
03-3106 LBBi - I/T	3,267.02		
	<b>94,570.39</b>		
<b>Approximate Fund Balance - July, 2004</b>			
03-3009 Court Security Fund Reserve	17,807.95		
03-3015 Court Efficiency Fund Reserve	(3,898.71)		
03-3104 Child Safety Fund Reserve	20,163.89		
03-3017 Court Technology Fund Reserve	36,547.02		
03-3005 K-9 Unit Reserve	360.51		
03-3008 LE Donations Reserve	707.91		
03-3019 Tobacco Compliance Grant Reserve	2,709.65		
03-3012 TCLEOSE Funds Reserve	2,456.03		
03-3014 TCLEOSE Funds Reserve	1,921.44		
03-3016 Forfeited Seized Funds Reserve	12,351.08		
03-3105 Bullet Proof Fund Reserve	1,732.50		
03-3106 LBBi - I/T	1,711.12		

# FY 2005 Drainage Utility Fund Summary

## Revenue



## Expenditure



## Drainage Utility Fund

### Revenue

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
06-7110	Resident Drainage Assessment	213,394.00	175,154.48	299,700.00	250,000.00
06-7111	Commercial Drainage Assessment	30,138.00	24,747.59	30,100.00	30,000.00
06-7112	Multi. Family/Mobile Home Drainage Assessment	-	38,245.68	5,200.00	45,000.00
		<b>243,532.00</b>	<b>238,147.75</b>	<b>335,000.00</b>	<b>325,000.00</b>
		=====	=====	=====	=====
	<b>Total Drainage Utility Fund Revenue</b>	243,532.00	238,147.75	335,000.00	325,000.00
		=====	=====	=====	=====

### Expenditures

#### Maintenance & Operation

06-8518-01	Drainage Billing Services	15,814.00	12,707.25	15,000.00	15,000.00
		<b>15,814.00</b>	<b>12,707.25</b>	<b>15,000.00</b>	<b>15,000.00</b>

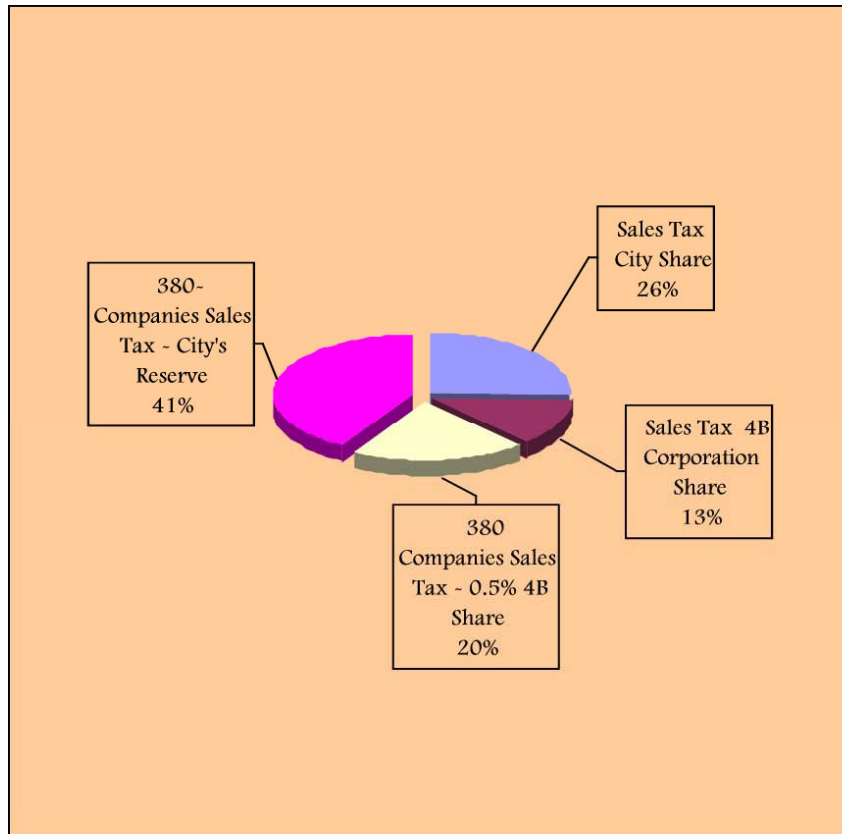
#### Inter-Fund Transfer

06-8925-01	Transfer to General Fund	227,718.00	227,764.23	320,000.00	310,000.00
		<b>227,718.00</b>	<b>227,764.23</b>	<b>320,000.00</b>	<b>310,000.00</b>

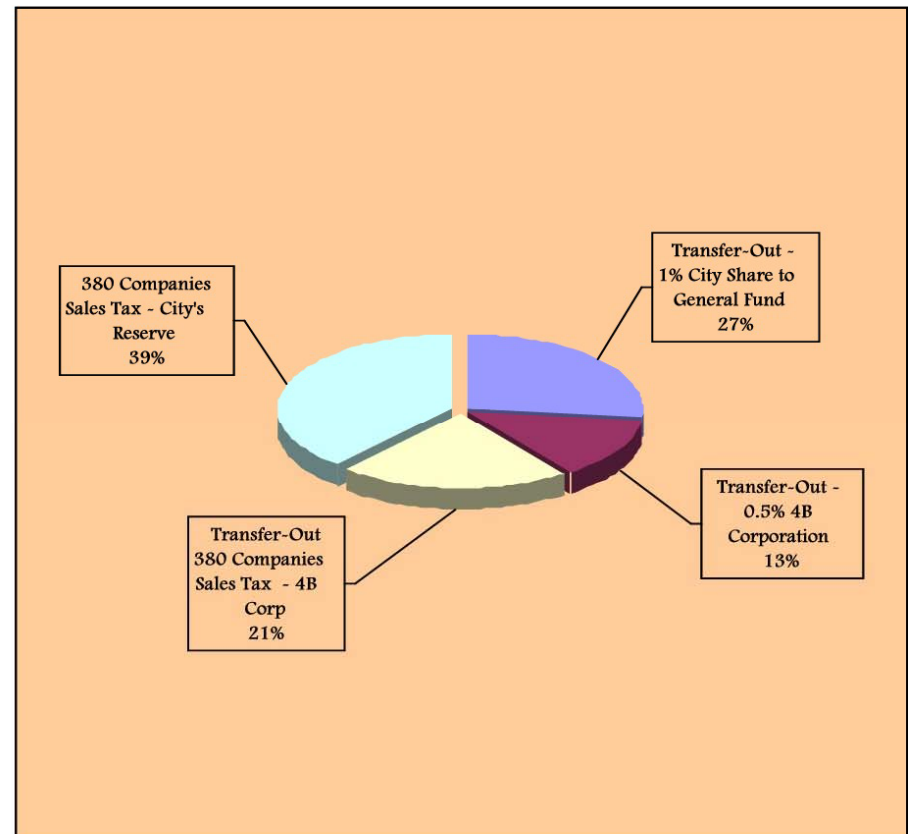
	<b>Total Drainage Utility Fund Expenditure</b>	=====	=====	=====	=====
		243,532.00	240,471.48	335,000.00	325,000.00
		=====	=====	=====	=====

# FY 2005 Sales Tax Fund Summary

## Revenue



## Expenditure



# Sales Tax Fund

**Revenue**

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
12-7201	Sales Tax - 1% City Share	829,740.44	713,458.62	829,200.00	868,000.00
12-7202	Sales Tax - 0.5% 4B Corporation Share	427,442.04	351,404.99	408,500.00	427,680.00
12-7203	380 Companies Sales Tax - 0.5% 4B Share	650,982.59	579,935.96	563,500.00	690,155.00
12-7205	380 Companies Sales Tax - City's Reserve	1,321,691.92	1,177,445.73	1,145,000.00	1,415,040.00
		<b>3,229,856.99</b>	<b>2,822,245.30</b>	<b>2,946,200.00</b>	<b>3,400,875.00</b>
		=====	=====	=====	=====
	<b>Total Sales Tax Fund Revenue</b>	3,229,856.99	2,822,245.30	2,946,200.00	3,400,875.00
		=====	=====	=====	=====

**Expenditures**

12-8801-01	Transfer-Out - 1% City Share to General Fund	-	713,458.63	829,200.00	868,000.00
12-8802-01	Transfer-Out - 0.5% 4B Corporation	-	351,404.99	408,500.00	427,680.00
12-8803-01	Transfer-Out 380 Companies Sales Tax - 4B Corp	-	579,935.96	583,500.00	690,155.00
02-8804-01	380 Companies Sales Tax - City's Reserve	1,181,051.36	1,052,348.90	591,500.00	1,252,900.00
		<b>1,181,051.36</b>	<b>2,697,148.48</b>	<b>2,412,700.00</b>	<b>3,238,735.00</b>
		=====	=====	=====	=====
	<b>Total Sales Tax Fund Expenditures</b>	1,181,051.36	2,697,148.48	2,412,700.00	3,238,735.00
		=====	=====	=====	=====

## Public Improvement District #1

### Revenue

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
15-7110	Residential PID Assessment	~	~	20,750.00	9,799.00
		~	~	<b>20,750.00</b>	<b>9,799.00</b>
		=====	=====	=====	=====
	<b>Total PID#1 Fund Revenue</b>	~	~	<b>20,750.00</b>	<b>9,799.00</b>
		=====	=====	=====	=====

### Expenditures

#### Personnel Services

15-8101-03	FTE Base Salary & Wages	~	~	6,150.00	6,449.00
15-8110-03	Cell Phone Allowance	~	~	-	99.00
15-8113-03	Certification/Education Pay	~	~	225.00	195.00
15-8114-03	Longevity Pay	~	~	18.00	27.00
15-8151-03	Payroll Tax	~	~	93.00	15.00
03-8152-03	Unemployment Tax	~	~	20.00	53.00
15-8153-03	Retirement (TMRS)	~	~	641.00	701.00
15-8155-03	Employee Group Insurance	~	~	1,367.00	2,246.00
15-8156-03	Worker's Compensation	~	~	152.00	14.00
		~	~	<b>8,666.00</b>	<b>9,799.00</b>

#### Maintenance & Operations

15-8402-01	Conference & Travel - Staff	~	~	750.00	~
15-8407-01	Communication - Pagers/Phones	~	~	200.00	~
15-8504-01	Contract Inspection Services	~	~	6,000.00	~
015-8515-01	Legal Fees	~	~	2,000.00	~
15-8524-01	Professional Services - Engineering	~	~	2,500.00	~
		~	~	<b>11,450.00</b>	~
		=====	=====	=====	=====
	<b>Total PID#1 Fund Expenditures</b>	~	~	<b>20,116.00</b>	<b>9,799.00</b>
		=====	=====	=====	=====

## Capital Project Fund

### Revenue

		FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
20-7621	Interest Income	8,661.71	6,533.42	~	~
		<b>8,661.71</b>	<b>6,533.42</b>	~	~
		=====			
	<b>Total Capital Project Fund Revenue</b>	8,661.71	6,533.42	~	~
		=====			

### Expenditures

20-8651-05	Building & Property	234,246.15	109,466.50	~	~
20-8655-0512-8802-01	Repairs & Maintenance - Structures	2,802.73	-	~	~
		<b>237,048.88</b>	<b>109,466.50</b>	~	~
		=====			
	<b>Total Capital Project Fund Expenditures</b>	237,048.88	109,466.50	~	~
		=====			

# Dickinson Economic Development Corporation

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## Department Overview

The Dickinson Economic Development Corporation, a nonprofit industrial development corporation was created in 1998, organized under the Development Corporation Act of 1979.

The DEDC serves as the economic development agent for the City of Dickinson, providing economic incentives, replacing infrastructure and providing funds for economic development related activities.

The DEDC receives funding from a ½ percent local sales and use tax approved by the voters in Dickinson.

### Achievements for 2004

- Completed the replacement of Spruce Drive, St. Goar and Video
- Funded the City's match of the Deats Road Project
- Began reconstruction of Timber Drive
- Provided the local match for the HOME Program to tear down and rebuild 9 substandard houses
- Re-negotiated a loan to Penreco, Inc.

### Goals for 2005

- Continue the concentration on replacement of infrastructure
- Continue and enhance the focus on re-development of blighted areas through the use of grant funds and acquisition of property
- Provide assistance needed to complete the Dickinson Historic Railroad Depot Project to ensure its viability as a tourist destination
- Improve the business climate in Dickinson by improving communications (business to business and business to city hall)
- Diversify and expand the local tax base by participating in the expansion of existing businesses and the introduction of new enterprises.

### Personnel Summary

<u>Title</u>	<u>Positions</u>			
	<u>2005</u>	<u>2004</u>	<u>2003</u>	<u>2002</u>
Executive Director	0.20	0.20	0.20	0.20
Street Superintendent	0.30	0.30	0.30	0.30
Finance Officer	0.10	0.10	0.10	0.10
Corporate Secretary	<u>0.05</u>	<u>0.05</u>	<u>0.05</u>	<u>0.05</u>
Department Total	0.65	0.65	0.65	0.65

## 4~B Economic Development Corporation

### Revenue

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Sales Tax Revenue</u></b>				
40-7205 Regular Sales Tax - 0.5% 4B Share	427,442.04	-	-	427,680.00
40-7206 380 Companies Sales Tax - 0.5% 4B Share	650,982.59	-	-	690,155.00
40-8802 Transfer from Sales Tax Fund	-	351,404.98	440,500.00	-
40-8803 Transfer from Sales Tax - 380 Companies	-	579,935.96	640,500.00	-
	<b>1,078,424.63</b>	<b>931,340.94</b>	<b>1,081,000.00</b>	<b>1,117,835.00</b>
<b><u>Other Financing Sources</u></b>				
40-3000 Use of Beginning Fund Balance	-	-	-	140,464.00
	-	-	-	<b>140,464.00</b>
=====				
<b>Total General Fund Revenue</b>	<b>1,078,424.63</b>	<b>931,340.94</b>	<b>1,081,000.00</b>	<b>1,258,299.00</b>
=====				

## 4-B Economic Development Corporation

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
<b><u>Expenditures</u></b>				
<b><u>Personnel Services</u></b>				
40-8101-01 Base Salary & Wages - Accounting & Administration	2,159.28	4,576.64	14,057.00	48,955.00
40-8188-01 Base Salary & Wages - Marketing Coordinator	4,742.64	5,753.97	7,723.00	-
40-8189-01 Base Salary & Wages - Project Coordinator	4,742.64	5,753.98	7,723.00	-
40-8190-01 Base Salary & Wages - Street Superintendent	11,956.64	8,871.06	17,569.00	-
	<b>23,601.20</b>	<b>24,955.65</b>	<b>47,072.00</b>	<b>48,955.00</b>
<b><u>Supplies</u></b>				
40-8210-01 Office Supplies & Postage	48,618.86	250.00	300.00	600.00
	<b>48,618.86</b>	<b>250.00</b>	<b>300.00</b>	<b>600.00</b>
<b><u>Maintenance &amp; Operations</u></b>				
40-8402-01 Conference & Travel - Staff	7,381.11	1,475.91	10,000.00	10,000.00
40-8403-01 Dues/Subscriptions/Books	800.00	1,357.00	1,000.00	1,500.00
40-8407-01 Communication - Pagers/Phones	500.00	624.90	750.00	750.00
40-8434-01 Economic Development	146,343.00	5,968.81	20,000.00	20,000.00
40-8435-01 Economic Development Grants	-	75,000.00	150,000.00	75,000.00
40-8501-01 Finance & Audit	1,666.64	2,500.00	3,000.00	3,000.00
40-8515-01 Legal Fees	18,281.25	12,000.00	40,000.00	40,000.00
40-8524-01 Professional Services - Engineering	-	-	-	50,000.00
40-8525-01 Interlocal Agreement - 10%	7,274.84	-	-	-
40-8526-01 Professional Services	83,027.45	2,607.50	65,000.00	-
	<b>265,274.29</b>	<b>101,534.12</b>	<b>289,750.00</b>	<b>200,250.00</b>
<b><u>Inter-Fund Transfer</u></b>				
40-8436-01 Economic Home Grant Project - Matching	-	-	117,000.00	117,000.00
	-	-	<b>117,000.00</b>	<b>117,000.00</b>
<b><u>Capital Outlay</u></b>				
40-8612-01 Computer Equipment & Software Upgrade	5,111.87	578.56	4,000.00	1,200.00
	<b>5,111.87</b>	<b>578.56</b>	<b>4,000.00</b>	<b>1,200.00</b>
<b><u>Insurance</u></b>				
40-8709-01 Public Official Insurance	2,330.64	2,916.67	3,500.00	3,500.00

## 4-B Economic Development Corporation

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
	2,330.64	2,916.67	3,500.00	3,500.00
<b><u>Expenditures (Continued)</u></b>				
<b><u>Capital Projects - Completed</u></b>				
40-8803-01 Deats Road - City share to County	350,000.00	-	-	-
40-8804-01 Deats Road - West I-45	2,708.00	-	-	-
40-8806-01 Spruce Street (North) - Direct Cost	83,418.53	68,438.75	53,286.00	-
40-8807-01 Spruce Street- Indirect Cost	-	12,336.01	30,029.00	-
40-8808-01 Nevada Street	29,261.68	-	-	-
40-8814-01 Illinois Street	82,943.67	-	-	-
40-8816-01 Ash Street	50,392.27	-	-	-
40-8828-01 Niccolini Street	33,720.67	-	-	-
40-8830-01 Cherry Street	20,035.26	-	-	-
40-8832-01 Royal Oak Street	54,276.09	-	-	-
40-8836-01 Falco Street	42,068.52	-	-	-
40-8838-01 Timber Drive - Direct Cost	1,301.70	62,000.00	276,474.00	118,679.00
40-8839-01 Timber Drive - Indirect Cost	-	-	103,587.00	43,253.00
40-8840-01 Rosewood Drive	11,953.17	-	-	-
40-8842-01 Avenue L	6,823.89	-	-	-
40-8844-01 California Street (N of 517) - Direct Cost	-	-	94,490.00	194,240.00
40-8845-01 California Street - Indirect Cost	-	-	35,403.00	65,067.00
40-8846-01 Yupon Street (S of Deats) - Direct Cost	-	-	70,057.00	68,724.00
40-8847-01 Yupon Street - Indirect Cost	-	-	6,852.00	30,570.00
40-8848-01 Oak Street (517 to Oakridge) - Direct Cost	-	-	95,180.00	-
40-8849-01 Oak Street - Direct Cost	-	-	35,662.00	-
40-8850-01 St. Goar Street - Direct Cost	-	33,972.15	33,925.00	-
40-8851-01 St. Goar Street - Indirect Cost	-	7,467.40	22,044.00	-
40-8852-01 Video Street - Direct Cost	-	-	91,043.00	-
40-8853-01 Video Street - Indirect Cost	-	-	34,111.00	-
40-8854-01 24th Street - (Highway 3 - Ave. H) - Direct Cost	-	-	-	77,224.00
40-8855-01 24th Street - (Highway 3 - Ave. H) - Indirect Cost	-	-	-	27,578.00
40-8856-01 Galveston Avenue - Direct Cost	-	-	-	79,559.00
40-8857-01 Galveston Avenue - Indirect Cost	-	-	-	30,802.00
40-8860-01 Hughes Lane - Direct Cost	-	-	-	52,870.00
40-8862-01 Hughes Lane - Indirect Cost	-	-	-	25,215.00
	<b>768,903.45</b>	<b>184,214.31</b>	<b>982,143.00</b>	<b>813,781.00</b>

## 4-B Economic Development Corporation

	FY 2003 Actual	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget	FY 2005 Budget
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**Expenditures (Continued)**

**Debt Payment**

40-8862-01 Principal	-	-	30,000.00	30,000.00
40-8951-01 Interest	-	-	46,103.00	43,013.00
	-	-	<b>76,103.00</b>	<b>73,013.00</b>

**Total 4-B Corporation Expenditures**

	=====	=====	=====	=====
	1,113,840.31	314,449.31	1,519,868.00	1,258,299.00
	=====	=====	=====	=====

Dickinson Economic Development Corporation (4-B Corp)  
 4-B Fund Summary  
 FY 2005 Revenue Budget vs. Expenditure Budget  
 with FY 2004 Actuals

	FY 2004 Actual 07/30/2004	FY 2004 Revised Budget 07/30/2004	FY 2005 Budget
<b><u>Revenue</u></b>			
Sales Tax - Transfer from Sales Tax Fund	931,340.94	1,081,000.00	1,117,835.00
<b>Total Revenue</b>	<b>931,340.94</b>	<b>1,081,000.00</b>	<b>1,117,835.00</b>
<b><u>Expenditure</u></b>			
Administration	(314,449.31)	(1,519,868.00)	(1,258,299.00)
<b>Total Expenditure</b>	<b>(314,449.31)</b>	<b>(1,519,868.00)</b>	<b>(1,258,299.00)</b>
<b>Revenues Over/&lt;Under&gt; Expenditure</b>	<b>616,891.63</b>	<b>(438,868.00)</b>	<b>(140,464.00)</b>
 Fund Balance - October 1, 2003	 1,026,122.00		
<b>Fund Balance - July, 2004</b>	<b><u>1,643,013.63</u></b>		

**City of Dickinson**  
**Standard Revenue Account Description**

01-7101	Current Property Tax	Ad Valorem Property taxes collected by Galveston County Tax Office. Effective Tax Rate 0.4145/\$100
01-7102	Delinquent Property Tax	Delinquent Tax collections excluding interest & penalties for M&O tax. Average month collection \$3,100 x 12 = \$37,200.00
01-7103	Penalty and Interest	Penalty & Interest collected on Eelinquent M&O Taxes. Average month collection \$2,383.33 x 12 = \$28,600.00
01-7104	Special Inventory Tax	Inventory Tax for car dealerships based on the inventory in stock in January each year
01-7202	Bingo Tax	Tax from Bingo prize winnings fro establishments in Dickinson. \$375 x 4 = \$1,500.00 (True Cross Catholic Church discontinued conducting Bingo)
01-7203	Hotel & Motel Occupancy Tax	7% Hotel & Motel Taxes recovered quarterly. \$5,900 x 4 = \$23,600.00. At present the two motels that Dickinson has are Days Inn & El Rancho
01-7204	Mixed Drink Tax	Tax from business selling mixed drinks in the city. \$10,500 x 4 = \$42,000.00

**City of Dickinson**  
**Standard Revenue Account Description**

01-7206	Centerpoint Gas Franchise Tax	Centerpoint Gas Franchise Tax at \$17,500 x 4 = \$70,000.00 xx% tax rate
01-7207	Verizon & Telecommunications	Verizon & Telecommunications franchise tax @ xx% tax rate \$20,500 x 4 = \$82,000.00
01-7208	Centerpoint Energy Franchise Tax	Centerpoint Energy Franchise Tax at xx% tax rate \$ 1,500 x 4 = \$6,000.00
01-7209	Time Warner Cable Franchise	Time Warner Cable Franchise at xx% tax rate. \$37,500.00 x 4 = \$150,000.00
01-7210	Texas New Mexico Power Franchise	Texas New Mexico Power Franchise at xx% tax rate. \$133,750.00 x 4 = \$535,000.00
01-7301	Alcohol Beverage License	License fee to serve & sell alcoholic beverages in the city. \$3,000 estimate amount
01-7302	Pawn Shop License	2 Pawn shop lincense fee @ \$25.00 per shop
01-7303	Mobile Home Park License	License fee for mobile home parks @ \$50.00 x 10 \$500.00
01-7304	Electrical License	Lincese fee for electricians working city limits \$7,000.00

**City of Dickinson**  
**Standard Revenue Account Description**

01-7305	Electrical Permit	Permit fee for electrical work in city \$20,000.00 (See attached fee schedule for more details)
01-7306	Building Permit	Permit fee for building & remodeling in city \$110,000.00 (See attached fee schedule for more details)
01-7307	Mechanical Permit	Permit fee for mechanical work in city \$7,500.00 (See attached fee schedule for more details)
01-7308	Re-inspection Fee	Fee for re-inspections (\$25) & emergency inspection after hours \$50.00: \$1,500.00
01-7309	Plumbing Permit	Permit fee for plumbing work in city limits \$27,000.00
01-7310	Mobile Home License	Permit fee to locate mobile home in city \$500.00
01-7311	Demolition Permit	Permit fee to demolish structures in city limits \$500.00
01-7312	Fire Protection Permit	Permit fee for fire inspectins \$2,000.00
01-7313	Peddler/Vendor Permit	Permit fee for peddlers in city limits \$750.00
01-7314	Plat Filing Fee	Plat filing fees \$250.00
01-7315	Drainage Permit	Culvert permit fee \$10,000.00

**City of Dickinson  
Standard Revenue Account Description**

01-7316	Wrecker Permit	Annual Permit renewal for Wrecker
01-7317	Drilling Permit	One time permit for Oil and Gas Drilling
01-7319	House Moving Permit	Permit fee to move a house in the city \$200.00
01-7321	Alarm License & Fees	Permit fee for residential & business & fire alarms \$5,000.00
01-7325	Coin Operated Machine Permits	Permit fees for coin operation \$5,000.00
01-7331	General Contractor License	License fee for general contractor's working in city \$3,000.00
01-7340	Tree Removal Fee	Fee for tree removal's within city limits \$1,000.00
01-7341	Planning Development Fee	Fee towards city planning development \$3,000.00
01-7342	Other Business Permits	Sexually Oriented business fee \$2,500.00
01-7343	Zoning Signage Fees	Fees towards Zoning Signs \$1,000.00
01-7401	Court Fine	Fines received from Law Enforcement & Code Enforcement citations \$572,300.00
01-7402	Warrant Fee	Fees attached to citation for warrat status \$90,720.00

**City of Dickinson**  
**Standard Revenue Account Description**

01-7403	Court Tax Fee - 10% Rebate of State Fees	10% or 5% rebate of state fees collected by court \$20,000.00
01-7501	Garbage Fees-Residential	Garbage fees (including recycling & optional fees) collected based on average number of accounts of xxxxper month) \$580,000.00
01-7502	City Fees - Residential	\$xxxxfee collected from each residence paying for garbage service. \$143,000.00
01-7503	City Fees - Commercial	Rebate from contractor on commercial garbage collection in city \$65,000.00
01-7506	Discounts on Sales Tax	Prompt Payment rebate earned from State Comptroller
01-7601	Accident Report Fee	Fee for a copy of accident reports \$3,000.00
01-7603	Miscellaneous Income	Income not otherwise classified in nominal amounts
01-7604	Rental Income	Income from rental of miscellaneous items \$200.00
01-7607	Inmate Phone Commissions	xx% commission fee from phones in city jails \$2,000.00
01-7608	Festival Donations	Donations received from Bayou Festival and/or City Parades

**City of Dickinson  
Standard Revenue Account Description**

01-7610	Convenience Credit Card Usage Fee	Convenience fees from usage of credit cards
01-7616	Developer Drainage Funds - Church St	Funds from Developer to re-do drainage at Church Street
01-7617	Auction Proceeds	Revenue received from sale of surplus/obsolete properties
01-7620	Real Property Sale Income	Revenue received from sale of city owned real properties
01-7621	Interest Income	Interest income from deposited/invested city funds \$20,000.00 (estimated low due to the present economy)
01-7622	Recycling Program Rebate	100% proceeds from recycling materials collected by garbage contractor \$2,500.00
01-7623	Miscellaneous Income - Individuals	Income received from individuals now combined with account 01-7603
01-7624	Miscellaneous Income - Francis Drilling Co.	Income received from Drilling Company 5 years ago
01-7626	Railroad Depot Revenue	Recognize railroad depot income to the extend of expenditures incurred in the railroad depot project

**City of Dickinson  
Standard Revenue Account Description**

01-7701	D.I.S.D. Contract	DISD interlocal contract for 2 Officers for 9.5 months per year \$113,400.00
01-7702	Federal E.M. Assistance	50% of expenditures incurred in Emergency Management Department funded by FEMA Grants
01-7703	Narc. Task Force Grant	Reimbursement from Galveston County narcotics task force for 1 officer. Now recognized in Special Revenue Funds
01-7704	WCID#1 Dispatch Contract	WCID#1 interlocal contract for dispatch service after hours, contract cancelled in FY 2005
01-7710	Dickinson Education Finance Corporation	Independent Corporation established by City Council for conduit financing of private educational facilities
01-7711	Clearlake Shores Fire Inspection Contract	Clearlake Shores fire inspection contract \$8,000.00
01-7715	Mares Memorial Library Revenue	\$4,167 per month revenue from Library Association
01-7716	Dickinson Historical Society	Payroll reimbursement received from Dickinson Historical Society. Now being funded by the Motel & Hotel Occupancy taxes received
01-7722	Auto Crimes Task Force Grant	Auto Crime task force reimbursement for 1 Police officer

**City of Dickinson**  
**Standard Revenue Account Description**

01-7725	Transfer In - Drainage Utility Funds	Funds transferred from Drainage Utility Fund (revenue generated from drainage assessment)
01-7726	Transfer In - Dksn Economic Dev.Corp.	Funds transferred from 4B Corporation (expense incurred in street construction & personnel services)
01-7727	Transfer In - Sales Tax Funds	Funds transferred from Sales Tax Fund (1% rebate from State Comptroller's Office for local sales tax) \$868,000.00
01-7921	Proceeds from Bond Issuance - City Hall	Recognize reimbursement of expenditures incurred in City Hall Project

**City of Dickinson**  
**Standard Expenditure Account Description**

**Personnel Services**

8101	FTE Base Salary	Base salary/wages paid to all Full-Time employees
8102	Overtime	Cost of wages for employees working after normal business hrs and during holiday hours
8104	PTE Base Salary	Base salary/wages paid to all Part-Time employees
8105	Vehicle Allowance	Vehicle allowance paid to City Administrator
8107	WCID Dispatch Service	Cost of dispatch services after normal business hours
8110	Cell Phone Allowance	Cell phone allowance paid to employees
8113	Certification/Education Pay	Additional pay for employees with qualifying certifications and/or education
8114	Longevity Pay	Payment based on years of service equal to \$5 per month
8150	FICA Tax	City's Contribution of 6.2% towards Part-Time Employees FICA
8151	Payroll Tax	1.45% Medicare Tax on taxable wages
8152	Unemployment Tax	3.9% Tax paid to Texas Workforce Commission
8153	Retirement (TMRS)	City's Contribution to Texas Municipal Retirement System at 10.36%
8155	Employee Group Insurance	Basic Life/AD&D Plan/Long-Term Disability/Medical/Vision/Dental Insurance costs for employees
8156	Worker's Compensation Insurance	Employee insurance for job related accidents

## Supplies

8201	EOC Emergency Supplies	Emergency operation supplies
8202	Video & Photo Supplies	Costs for film; photos for crime scenes; cameras and other digital imaging equipment/supplies
8203	Kitchen Supplies	Cost of coffee;paper goods; Ozarka water
8204	Fuel	Fuel costs to city vehicles
8205	Fire & Safety Equipment	Safety supplies provided for personnel; includes non-lethal weapons
8206	Investigational	Supplies used in the investigation of crimes
8207	Janitorial Supplies	Paper goods and cleaners not provided by janitorial service
8209	Miscellaneous	Supplies and incidentals not covered under other expenditure category
8210	Office & Postage	Office supplies, postag, printing, copy paper & toner used in the normal course of business
8211	Shop Supplies & Small Tools	Cost incurred in purchase of small tools/equipments
8212	Traffic Markers	Street sign replacements
8213	Uniform & Apparel	Cost of required Uniforms & Accessories (purchase & rentals)
8215	Zoning Enforcement Supplies	Cost of Zoning Change signs & supplies
8216	Certificate & Award	Costs for appreciation awards for community involvement
8217	Two-way Radio System Supplies	Costs for radio accessories; batteries; replace telephone cords, microphone, antennaes, belt holsters
8218	Fire Prevention & Safety Supplies	Fire materials for schools and Safety departmental supplies
8221	City Newsletter	Cost for Publication of quarterly City Newsletter
8222	Peripheral Computer Supplies	Costs for computer accessories, wires and cables

**Maintenance**

8301	Building & Property Maintenance	Repairs & general maintenance. (pest control, painting & HVAC)
8302	Drainage	Repairs & maintenance for drainage on city streets
8303	S.E.T.C.I.C Warrant Program	Cost incurred in SETCIC Warrant Program
8304	Service Contract	Costs on maintenance of 800 MHz Radio Console
8305	Street Striping Program	Cost incurred for striping all city streets
8306	Street & Roadway	Cost of temporary road repairs
8307	Vehicle Maintenance	Normal city vehicle maintenance repairs
8309	Machinery & Equipment – Computer	Cost of computer hardware repairs
8399	Machine & Equipment Maintenance	Repairs & Maintenance costs for office equipment

**Operating Services**

8401	Advertising	Legal notices and meeting requirements
8402	Conference & Travel	Cost of conferences, airfare, lodging, meals for staff
8403	Dues/Subscriptions/Books	Annual membership dues, magazine subscriptions & books
8404	Election	Election supplies & Election Judges & Personnel expenses
8405	Prisoner Support	Meals, Hygiene items for prisoners
8406	Street Light	Costs for public street lighting
8407	Communication - Fagers & Phones	Telephone & Pager services
8408	Mileage	Reimbursement for local meetings & city business
8409	Overage/Shortage	Cash overage/shortage
8410	Notary Bond	Cost for Notary Insurance and Bonding for City staff
8411	Investigation Support Funds	For police investigations, including informants and undercover sting operations
8412	Jury Trial	Jury duty fees for jurors
8413	Disposal	Costs for landfill disposals
8414	Equipment Rental	Costs for incidental and emergency equipment rentals
8417	Utilities - Gas, Water & Electricity	Public utility gas, water and electricity services for City buildings
8420	School & Training	Cost of seminars and classes
8422	Employment - Medical	Employee physicals, psychological exams, random drug testing
8423	Local Meeting & Luncheon	Cost of attending organization meetings
8425	City Support-Parade/Festival	Cost on parade & festival activities
8426	K-9 Units	Law Enforcement police dogs upkeep and maintenance
8427	Demolition & Nuisance Abatement	Demolition costs for clearing debris, etc.
8429	Conference & Travel - Mayor	Cost of attending conferences – airfare, lodging and meals for the Mayor
8431	Conference & Travel - City Council	Cost of attending conferences – airfare, lodging and meals for the Council Members
8435	Crime Stoppers - Bay Area	Annual membership fee to Bay Area CrimeStoppers Association
8438	Uniform Service	Cost of uniforms and accessories by annual contract
8441	Local Meetings - Mayor & Council	Cost of attending organization meetings
8442	Bank Charges	Banking Service charges

## Contractual Services

8501	External Audit & CAFR	Annual contract fees paid to external auditors & towards preparation of CAFR
8502	Animal Control	Annual contract with Galveston County Health District
8503	Animal Shelter	Annual contract with Galveston County Health District
8504	Contract Inspections	Building inspections performed by outside contractor
8506	Dickinson Beautiful	Annual contract
8507	Ambulance Service Contract	Annual service contract with Gold Star EMC
8508	Festival of Lights	Cost on the festival of lights
8510	DVFD Contract & Retirement	Annual Fire Department Contract & Fire Fighter Retirement Program
8512	Janitorial Contract	Cleaning provided by outside janitorial service
8513	Municipal Judge Contract	Services provided by the City Magistrate/Municipal Judge
8515	Legal Fees	Services provided by the City attorney
8516	Mares Library	Annual contract for library services
8517		Annual contract costs for Waste Management for refuse service
8518	Garbage Billing	Annual contract costs with WCID#1 for refuse billing costs
8519	Municipal Court Prosecutor Contract	Services provided by the Prosecutor for Municipal Court
8520	GCAD Tax Appraisal Fee	Annual contract for property tax collections with Galveston County Tax Office
8521	Galveston County Tax Collection Fee	Semi-Annual fees paid for Tax Assessor
8523	Delinquent Tax Attorney	Delinquent tax attorney costs
8524	Professional Services - Engineering	Design costs contract engineering services
8525	Interlocal Agreement – WCID	Management Services through Interlocal Agreement with WCID#1
8526	Professional Services – Zoning Consulting	Professional zoning consulting costs
8527	Contractual Services - Labor	Cost of Personnel Services
8530	Equipment & Leasing Costs	Costs of miscellaneous rentals - storage
8531	DEEDS Summer Program	Youth Summer Program costs
8533	Contractual Services - Linebarger	Cost of court collection services
8534	DISD Summer Recreation Program	City sponsored program
8535	Outfall Ditch Spraying	Ditch Spraying for Drainage system
8536	Swimming Pool Contract	Cost on the Swimming Pool Contract
8537	Motorcycle Officer Contracts	Costs of motorcycle contracts & motorcycle fuel cost
8552	Contract Mowing	Annual contract for Right-of-Way and Facilities grounds care

## Capital Outlay

8601	Building & Property	Construction & purchase of new buildings & major renovations
8602	Computer Software	Software costs for all departments
8603	Computer Hardware	Hardware costs for all departments
8604	Furniture & Office Equipment	Purchase of office furniture and equipment
8607	Law Enforcement Equipment Acquisitions	Purchase of Law Enforcement equipments and vests
8610	Vehicle Accessory Equipment	Purchase of vehicle equipment and accessories
8611	Street Construction - Engineering	Costs for engineering services for street repairs – 4B Tax Corp
8612	Street Construction - Materials	Costs for road construction materials – 4B Tax Corporation
8615	Code/Orinance Codification	Costs of codification of all city codes and ordinances
8660	Vehicle Leasing Payment	Annual Lease payment of vehicles purchased
8664	City Hall Capital Project	Initial Design & Architectural Fees

## Insurance

8704	Vehicle Insurance	Insurance on city vehicles
8707	Law Enforcement Insurance	Special law enforcement insurance costs
8708	Property Insurance - Real & Personal	Cost of Building and City property insurance
8709	Public Official E & O Insurance	Elected Officials insurances/bonds
8711	Bonds	Employee bonds for departments handling City funds
8800	Street Construction	Major street resurfacing approved by City Council

## Debt Service Payments

89XX	Principal & Interest	Principal & Interest payment of indebtedness
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ORDINANCE NO. 539-2004

AN ORDINANCE APPROVING AND ADOPTING THE CITY OF DICKINSON, TEXAS', BUDGET FOR FISCAL YEAR 2004-2005; MAKING APPROPRIATIONS FOR THE CITY FOR SUCH YEAR AS REFLECTED IN SAID BUDGET; AND MAKING CERTAIN FINDINGS AND CONTAINING CERTAIN PROVISIONS RELATING TO THE SUBJECT.

\* \* \* \* \*

WHEREAS, on the 24th day of August, 2004, the Mayor filed with the City Secretary a proposed budget of expenditures of the City of Dickinson for the 2004-2005 fiscal year of the City; and

WHEREAS, after notice required by law, a public hearing on such budget was held at the regular meeting place of the City Council at the City of Dickinson, City Hall, 2716 FM 517 East, Dickinson, Texas, on the 20th day of September, 2004, at which hearing all citizens and taxpayers of the City had the right to be present and to be heard and those who requested to be heard were heard; 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 desires to approve and adopt the proposed 2004-2005 fiscal year budget; now, therefore,

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

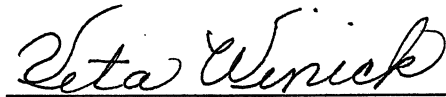
Section 1. The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

Section 2. The City Council hereby approves and adopts the budget described in the preamble of this Ordinance, a copy of which is made a part hereof for all purposes and is on file with the City Secretary. The City Secretary is hereby

directed to place on said budget an endorsement, to be signed by the City

Secretary, which shall read as follows: "The Original Budget of the City of Dickinson, Texas, for the Fiscal Year 2004-2005." Such budget as thus endorsed shall be kept on file in the office of the City Secretary as a public record.

PASSED, APPROVED, AND ADOPTED this 28th day of September, 2004.



Veta Winick  
Veta Winick, Mayor

ATTEST:



Misty L. Nordin, City Secretary