

Julie Masters, Mayor
Charles Suderman
Mary Dunbaugh
Walter Wilson, Mayor Pro Tem

MINUTES
City of Dickinson
CITY COUNCIL
SPECIAL WORKSHOP
MEETING

Kerry Neves
Louis Decker
William H. King III
Julie M. Johnston, City
Administrator

JUNE 29, 2010

The Dickinson City Council met in a duly called and announced **SPECIAL WORKSHOP MEETING** on **TUESDAY, JUNE 29, 2010**. The meeting was held in the City Council Chambers located at 4403 Highway 3, Dickinson, Galveston County, Texas, and was held for the purpose of considering the following items:

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

Mayor Masters called the meeting to order at 7:00 p.m. Angela Forbes called roll in the absence of City Secretary Carol McLemore and certified a quorum. Council Members present were as follows: Mayor Julie Masters, Mayor Pro Tem Walter Wilson and Council Members Charles Suderman, Mary Dunbaugh, Louis Decker and William King. Councilman Kerry Neves was absent. Also present were City Administrator Julie Johnston, Chief Ron Morales, Fire Marshal Norman Hicks, Finance Director Mary Young, Captain Melvin Mason, and Public Works Director Kellis George.

ITEM 2.) BRIEFING, DISCUSSION AND DIRECTION CONCERNING: Possible Adoption of Municipal Sales and Use Tax for Street Maintenance and Review of Enabling Legislation for Dickinson Economic Development Corporation and Dickinson Management District Number 1.

City Administrator Julie Johnston reviewed the enabling ordinances and legislation for Dickinson Economic Development Corporation and Dickinson Management District #1 and the differences in the function of each entity. Generally, the DEDC is project-based and the DMD #1 is broader based and can do more types of programs and projects than the DEDC. After some discussion, it was the consensus of Council to put this issue on the ballot for the May, 2011 election and to have 1/4 cent for DEDC and 1/4 cent for street maintenance tax.

ITEM 3.) BRIEFING, DISCUSSION AND DIRECTION CONCERNING: Issues Involved in the Preparation of the FY 2010-2011 Recommended Budget and Proposed Projects Including, But Not Limited to:

- A. Overview of Status of Budget Preparation
The City Administrator gave Council an overview of the status of the budget process. She noted that she was looking for direction on a number of items on tonight's agenda in order to be ready to present a budget to City Council.

- B. Update Concerning Reserve for Drilling Bond
The City Administrator explained the circumstances that resulted in a drilling bond in the amount of \$100,000 that was still on the City's books. She said that the money would have to be refunded to the company if the well was no longer in use. Ms. Johnston said that she is trying to find out if the well is still in use. She said that the interest on the bond, about \$4,700.00, could be used by the City.
- C. Update Concerning Municipal Drainage Utility System
The City Administrator explained the re-structuring of the Municipal Drainage Utility System Budget. She stated that it would be a stand-alone budget and that the fees collected would be used for drainage-related expenses. She said she has contacted HDR/Claunch & Miller to do a drainage fee study to determine the appropriate fees to be charged.
- D. Update Concerning Seized Funds and Chapter 59 of the Texas Code of Criminal Procedures
The City Administrator reviewed the monies in the seized fund account. She said that Chapter 59 of Texas Code of Criminal Procedures requires that the seized fund account be a separate budget and that, this year, a budget would be set up to account for the revenues and expenditures. Discussion followed regarding the use of the funds.
- E. Use of EMS Reserve Funds
The City Administrator pointed out the EMS Reserve Fund had approximately \$41,000. She said that staff is working to clear up all of the reserve accounts including the EMS Reserve Fund, and a portion of the EMS Reserve Fund would be used to purchase replacement 800 mHz radios for the EMS Department.
- F. Bond Proceeds and Interest Income Remaining from Bonds Issued for Police Department Building, Central Fire Station and Public Works Building.
The City Administrator noted that there were remaining funds in the bonds issued for the Police Department Building and the bonds issued for the Central Fire Station and Public Works Building. She recommended that the interest income from these bonds be used toward debt service payments and to use a portion of the monies from the bonds for projects on the buildings. Council was in agreement to use the interest income on the Police Department Bonds to pay for the carpeting and painting for the Police Station that were previously funded out of the unexpended/undesignated fund balance for FY 2008-2009 and to use half the interest income from the Fire Station and Public Works Building to reduce the debt and use the other half for projects on the buildings.

- G. Possible Full-Time Staffing of Medic 2
Fire Marshal Norman Hicks presented a recommendation to Council to increase the EMS operating budget approximately \$126,000 to provide for full-time staffing of Medic 2 and \$50,000 for the re-chassis of Medic 2. He presented statistics on calls for this year in comparison to last year. After some discussion, Council asked that they be provided with more information on calls made in the County and Mutual Aid Calls. A discussion followed on the costs of re-chassis, and Mr. Hicks noted that some of the costs for the re-chassis could be taken from the EMS Reserve Fund. The City Administrator pointed out that these expenses could potentially be funded by Dickinson Management District #1 since it would be a supplemental service.
- H. Request for Funding to be Submitted to Dickinson Management District Number 1
The City Administrator presented last year's request from the City for funding from the Dickinson Management District #1 and requested direction from Council as to what they would like to request for the upcoming budget year. She also presented an estimate of the funds that would be available. After some discussion, it was the consensus of Council to consider the following for funding to the Dickinson Management District:
- 30% of Community Development Salaries & Benefits
 - \$24,000 representing the local match to continue the fixed route bus service currently being provided by Connect Transit for an additional year
 - Funding of personnel, supplies and re-chassis of Medic 2

ITEM 4.) ADJOURN

Councilwoman Dunbaugh made a motion to adjourn the meeting at 8:58 p.m. Councilman King seconded the motion.

VOTE:

5 AYES (Suderman, Dunbaugh, Wilson, Decker and King)

0 NAYS

MOTION PASSED.

PASSED, APPROVED AND ADOPTED this the 13th day of July, 2010.

Julie Masters, Mayor

ATTEST:

Carol L. McLemore, City Secretary