BAY CITY

MINUTES • JULY 21, 2016

Council Chambers	Special Meeting	6:00 PM

1901 5TH STREET
BAY CITY, TX 77414

1. CALL TO ORDER & CERTIFICATION OF QUUORUM

Attendee Name	Title	Status	Arrived
Mark Bricker	Mayor	Present	
Chrystal Folse	Mayor Pro-Tem	Present	
William Cornman	Councilman	Present	
Julie Estlinbaum	Councilwoman	Present	
Steven Johnson	Councilman	Present	
Carolyn Thames	Councilwoman	Excused	

2. REGULAR ITEMS FOR DISCUSSION, CONSIDERATION AND/OR APPROVAL:

1. Budget

DISCUSS, CONSIDER, AND/OR AMEND THE PROPOSED BUDGET OF THE CITY OF BAY CITY FOR THE 2016-2017 FISCAL YEAR.

Mayor Mark A. Bricker
The Mayor introduced Finance Committee member Amanda Finley. He invited her to sit at the table with Council.

The Mayor asked Mrs. Clegg if she would provide an update on the health insurance. Mrs. Clegg stated that the renewal came back and the premature renewal is 40%. She explained that although there was a large claimant, it was not an ongoing issue. She further stated that Jeff, with Ardent, believes it is the providers way of recouping any losses due to the marketplace (Obamacare).

The Mayor informed Council that appraisals came in at $763 million. He stated that they needed to finalize the extra million dollars for park improvements, because the City needed to advertise for the CO's.

The Mayor moved on to the departmental budgets, and began with Parks and Recreation.

Parks and Recreation
The Mayor clarified for Council that John Garr's position was broken out over several departments, and the increase in Parks and Recreation's salary was due to Shawn Blackburn's total salary.

Councilman Johnson asked if Mr. Blackburn was asking for positions, and Mr. Blackburn stated yes, two.

It was the consensus of Council to see what each department was requesting.

The Mayor pointed out that there was an increase in Furniture and Equipment and asked what it was. Mr. Blackburn explained that it covered the USO furniture and oil switches. Councilman Johnson asked what the titles were for the positions Mr. Blackburn were requesting. Ms. Penewitt stated Parks Specialist. The Mayor asked for the overall cost, and Ms. Penewitt stated that they would start at $12 per hour.

Council asked if raises were included in the budget, and the Mayor stated no, because revenues were flat. The Mayor went on to state that a 3% increase to the General Fund would be $190,000. He added that he did not want to include it because it was originally suggested to give a 5% increase, but that it was not doable, so he suggested a 3%.

Councilman Cornman asked what the total headcount increase was, and the Mayor stated 7. He added that Ms. Denbow requested to convert some part-time positions to a full-time position, but that he did not see that happening. Councilman Cornman asked when they would need to decide on the CO, and the Mayor stated tonight. Councilman Cornman stated that he believed that CDC could cash fund some park projects.

There was discussion between the Mayor and Council regarding the amount of money to borrow and they discussed alternative ways to fund park projects. There was also a discussion between City Council and Mr. Blackburn and Ms. Penewitt regarding the two positions; what has been requested; and the need for it.

The Mayor moved on with the other departments/divisions within Parks and Recreation regarding the two positions which had been requested and the need for them. The Mayor asked if there were any changes within the Recreation budget, and Mr. Blackburn stated that he did not think so. The Mayor asked about Riverside and Aquatics, and Mr. Blackburn stated that they were the same. The Mayor stated that it had been brought up before, but the City budgets $50,000 for chemicals, but we always go over. Ms. Penewitt stated that prior to going with the company the City is currently with, an amount was just budgeted. She added that they were in their third year and were leveling off. The Mayor asked the Parks and Recreation staff to look at that.

Parks and Recreation Capital Improvement Projects

Mayor and Council had been provided with a presentation of Parks and Recreations' CIP. The top priority is a Parks Master Plan, which would require the need for a consultant, at a cost of $50,000. Mr. Blackburn stated that he did not believe the City would be able to see an effective change unless this was done. The Mayor stated that one the City's goals was to create a Parks Board and one way to kick that off would be this.

The second priority is the Train Depot's roof. Mr. Blackburn explained that the reason this was a high priority was because the City had invested so much money in it that the work would be shot. Councilwoman Estlinbaum asked if grants were out there. Mr. Blackburn confirmed that there are grants out there, but it typically required City money.

The third priority is the 16th Street Pool. Mr. Blackburn explained that the building is literally coming apart. It had been evaluated by two engineers and they said the building was shot. Mr. Blackburn's recommendation is that if the City cannot afford to fix it, at the end of the season, he suggests closing the building until it can be done properly. The Mayor stated that they had been given very clear direction, which was finding a temporary fix, not to spend $750,000 or $1.5 million.

The fourth priority is Henderson Park. Mr. Blackburn informed Mayor and Council that the buildings have been declared no good. He added that they have been trying to find someone to get rid of the buildings for the $10,000 that has been budgeted. The Mayor stated that he had it down to schedule some CDC funds for some of these things. Ms. Penewitt stated that Mrs. Henderson has $5,000 that she would give to it.

The fifth priority is LeTulle Park bathrooms. Mr. Blackburn was asking to replace the bathrooms. He added that it is one of the most heavily used parks.

The sixth priority is Riverside Park. Mr. Blackburn explained that he would like to update the campsites from 30 amp to 50 amp.

The seventh priority is special needs playscapes.

Mr. Blackburn stated that the items were listed in the way that he saw as a priority.

Councilman Cornman confirmed that the LeTulle Park restrooms and pools were heavily used. He stated that the next step would be to have the Mayor cut and present the budget to Council. Councilman Cornman went on to state that the City had $70,000 of CDC money this year, and that we needed to use it.

Public Works

Mr. Calhoun informed Mayor and Council that there were significant changes. He stated that there were positions that he would be requesting, a Code Compliance Officer and a Maintenance Tech II. Councilman Cornman asked Mr. Calhoun if he had to choose, which one would he choose. Mr. Calhoun stated the Code Compliance Officer. He added that they are dealing with a lot of contractors coming in doing work. Councilman Cornman asked if he thought they would be able to find one, and Mr. Calhoun stated that it may take a while, but he could. Mr. Calhoun stated that the other changes within the department were in relation to the addition of the new positions. Mr. Calhoun pointed out that there was an increase in Accounts 4498; in the accounts under Repair and Maintenance and Capital Outlays. The Mayor stated that it is hard to get a list of priorities when there are unknowns.

Mr. Calhoun moved on to the Recycle Center. He pointed out that there are no significant increases. There was an increase in cell phones and contracted services. Mr. Calhoun pointed out that the increase in Equipment Maintenance was in Cell Phones, which is a change to a smart phone. In Facility Maintenance there is a proposed increase in Fuel, Contracted Services, and Miscellaneous Equipment. In Utility General, the biggest change is the proposed request to remodel the restroom by Utility Billing. In Utility Water, there is a proposed increase to Cell Phones and Miscellaneous Equipment. In Utility Sewer, the proposed increases are in General Supplies, Chemicals, and Miscellaneous Equipment. There is a proposed decrease in Leases and Rentals. There are no proposed changes in Warehouse Operations.

Certificate of Obligation

The Mayor moved on to the Certificate of Obligation.

The Mayor informed everyone of his priority for the use of the CO. He stated that his priorities were the water and sewer lines.

Councilman Cornman asked Mr. Calhoun if the City would be able to continue on with our Preventative Maintenance that we have. Mr. Calhoun stated that he was requesting that in his capital. Councilman Cornman asked if we had developed plans for a new WWTP. Mr. Calhoun stated that if we continue to have the issues with the 12 in. line on 5th Street and have continued development we will need to.

Public Works Capital Improvement Projects

Mr. Calhoun stated in Street & Bridge he is requesting vehicles, a Street Sweeper, streets, a tractor and a shredder. In Recycling it would be a new bailer and building, but that is in 2018 and contingent upon the relocation of the Recycle Center. In Utility General he requested a vehicle, Backhoe, Dump Truck, Vactor Truck and Air Compressor. In Water Mr. Calhoun requested a Valve Insertion Tool, Water Plant Rehab, LeTulle Park Pressure Tank, Bulk Water Fuel Station, and Scada System. In Sewer Mr. Calhoun requested a Lift Station Rehab program; Man Hole rehab, which he pointed out was not funded last year; sewer line rehab and replacements; and rehab for the Sewer Plant. In Warehouse Operations he requested renovations to the Men's restroom and the addition of showers. In equipment Maintenance he requested to replace the vehicle lift and to purchase some diagnostic equipment. In Facility Maintenance he requested roof replacement, vehicle replacement, pedestrian ramps and generators.

The Mayor recapped the meeting by stating that there would be a 3% increase, approximately a 25%-30% increase for insurance, $6 million CO and the tax rate will be same as the current rate.

Councilman Cornman asked how the TIRZ money would be handled, and the Mayor stated they would probably set up a separate fund. He added that we would need to get with the Appraisal District to get an estimate of how much we will receive. The Mayor informed Council that the Water and Sanitation increase would be 3%. Councilman Cornman commented that the building fees needed to be increased by 3%. He reiterated that it needed to be a small increase.

3. ITEMS / COMMENTS & MAYOR AND COUNCIL MEMBERS

The Mayor informed Council that Beverly would be available on Saturday if they wanted to have a meeting.

Mrs. Clegg provided Council with an update on the Finance Director recruitment efforts.

Councilman Cornman wanted to verify that there would be a Special Called Council Meeting next week at 6 p.m.

4. ADJOURNMENT

AGENDA NOTICES:

Action by Council Authorized:

The City Council may vote and/or act upon any item within this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, pursuant to and in accordance with Texas Government Code Section 551.071, to seek the advice of its attorney about pending or contemplated litigation, settlement offer or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflict with the Open Meetings Act and may invoke this right where the City Attorney, the Mayor or a majority of the Governing Body deems an executive session is necessary to allow privileged consultation between the City Attorney and the governing body, if considered necessary and legally justified under the Open Meetings Act. The City Attorney may appear in person, or appear in executive session by conference call in accordance with applicable state law.

Attendance By Other Elected or Appointed Officials:
It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be Agenda City Council August 8, 2013 in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

Executive Sessions Authorized:
This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

This is to certify that the above notice of a Workshop Meeting was posted on the front window of the City Hall of the City of Bay City, Texas on Monday, July 18, 2016 before 6:00 p.m. Any questions concerning the above items, please contact Mayor Mark A. Bricker at (979) 245-2137.

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Rhonda Clegg
City Secretary

City Council
1901 5Th Street
Bay City, TX 77414

SCHEDULED

DISCUSSION ITEM (ID # 2348)

Meeting: 07/21/16 06:00 PM
Department: City Secretary
Category: Budget
Prepared By: Rhonda Clegg
Initiator: Rhonda Clegg
Sponsors:
DOC ID: 2348

DISCUSS, CONSIDER, AND/OR AMEND THE PROPOSED BUDGET OF THE CITY OF BAY CITY FOR THE 2016-2017 FISCAL YEAR.