STATE OF TEXAS *
COUNTY OF HENDERSON *
CITY OF GUN BARREL CITY *

The City Council of the City of Gun Barrel City met in a workshop meeting in City Hall, located at 1716 West Main Street, Gun Barrel City, Texas, on Friday, September 5, 2014 at 4:30 p.m.

Mayor Braswell called the meeting to order at 4:30 p.m. Councilman Baade gave the invocation. The Pledge of Allegiance followed. Roll was called and a quorum established.
Council Member - Rodney Bevill: Present
Council Member - Ronald Wyrick: Present
Council Member - Dennis Baade: Present
Council Member - Curtis Webster: Present
Council Member - Marty Goss: Present
Mayor - Jim Braswell: Present

Citizen Presentations: None

ITEM # 1: Discuss the City's 2014-2015 Fiscal Year Budget.

00:02:14

Boren gave a brief overview of the budget. Sales tax revenue was increased by 2.2% for 2014-2015 based on the Stars Report. The 2012-2013 Total General Fund Revenue was $3,320,404 vs. Total General Fund Revenue for 2014-2015 of $3,282,354 for a decrease of $38,050 in 2014-2015. Council had approved a salary study last year. Based on the results of the salary comparisons to other cities, we adjusted them with the COLA and said this was the minimum and maximum salary that we would pay for each position. The only thing that had been changed from the study the Council received to what's in the budget was the recommendation that came from Segal Waters that said you would honor seniority at 2% per year. Boren said they had readjusted that to 1.5% per year. That was the best they could do. He felt it was a one-time shot to adjust the employees so they fell within the new pay scale. Boren said once he knew what the cost of the personnel line items were, he asked each department head to cut their budgets by 15% to meet the need of supplying the pay increase to the staff. This was a very lean budget. Boren was asking the department heads to work off the bottom line with the flexibility to shift line item amounts.

Webster asked why there was still a line item for Bingo Allocation. It was explained that there was a possibility that a new bingo hall would open in the old Sears building so they didn't want to remove that line item. Webster also questioned that drop in Miscellaneous Revenues from last fiscal year to the new one. Mickie Raney, Treasurer explained that last year they budgeted Recovery of Expenditures for the pond retention for the money we received from SilverLeaf and ETMC to fix the drainage issues. That's not in the budget this year. That was a large portion of last year's figure. There was also $25,000 from the park grant that we had not received in last year's budget. We have now received all the money so that figure was removed from the 2014-2015 Miscellaneous Revenues figure.

There was no Capital Outlay budgeted for 2014-2015. The Pay Phone Commission was from inmates making collect calls from the jail cells. Rent on City Buildings was rent received from ETMC for the ambulance building and from the EDC for office space. Parks was down by $61,000 due to pond retention. Health insurance rates went down by 6%; however, with the increases in raises, the long-term, short-term disability payment adjustments, they left the amount where it was because there wasn't that big of change.

Each department had money allocated for vehicle maintenance. Administration had $1,235 which covered Admin and Courts. Police had $17,798. Code had $500. Building Inspection had $138. Fire Department had $10,611. Street Department had $1,618 but also had $16,161 in Maintenance of Heavy Equipment. Animal Control had $1,037. Minor repairs are made on site but most repairs are done off-site by repair shops. If you're in an emergency vehicle, police and fire vehicles, you want those repairs made by a certified technician. With standard vehicles, i.e. the City Manager's vehicle, the Court vehicle and Street Department vehicles, you could use staff to make minor repairs or outsource it.

Arrest Fees were down by 25.97%. For several years, they had overestimated Court fine costs on what they were going to bring in on tickets. Last year they started dropping it to average the costs. The figure was based on an average of 2013-2014 figures. State costs had gone up. On an average ticket, the City yields $45.

00:22:45

Administration

Street Lights was an additional line item in the amount of $6,207 for the street lights on 334 and 198 at critical cross sections.

Fee Basis - Engineering had been reduced because they weren't anticipating engineering for businesses.

Fee Basis – Legal had been reduced. Boren was going to use TML attorneys more.

City Secretary

Maintenance of Computer was zero because she had a new computer.

Treasurer

Fee Basis – Auditing had gone up $400 based on a 3 year audit bid.

Municipal Court

Fee Basis – Legal was reduced to zero because that was for prosecutor fees which they didn't do. So now it is all figured in the Administrative Legal.

Police

Holiday Pay – When we have a holiday, police officers work. We have to budget extra because the officer gets paid for regular time plus 8 hours of holiday pay. It wasn't like they got the holiday off. They get paid for working a regular shift plus the holiday.

Prisoner Supplies - Three meals a day consisting of Chicken Pot Pies and Honey Buns.

Analysis Labe Fees – DWI testing, sexual assault testing.

The Mayor asked if they were anticipating spending any money in Capital Outlay on machinery or equipment. Boren said if they ran into a big issue then they would have to dip into the reserve fund or come back to the Council if they start blowing up vehicles. Two years ago, two Dodge Durangos were bought for the Police Department.

Electricity is down because we switched last year from TXU to MP2 which saved us. We have now switched back to TXU because they gave us a better rate.

Mayor Braswell asked if the departments were going to have the funds to operate as they should with this 15% budget cut. Boren said historically they've managed inside the budget and they've always had some carry over. It's a challenge but if they watch it closely to make sure we're not compromising safety. We're going to meet every week to discuss budgets. Hopefully, a department head will stand up and let him know what they need. What he saw from department heads was that they wanted to take care of the people.

Bevill asked if this would be a good year to do a mid-year budget adjustment. Boren nodded in agreement and said they may have to look at it quarterly.

When asked, Boren said Capital Outlay, maybe a police vehicle, Electronics (IT person) and Parks would be his main concerns with shortages. You can never forecast when street equipment will go out, i.e. the Bomag which was a $250,000 piece of equipment. Raney wasn't worried; they can look at it mid-year. If they keep track of their budgets, we can handle it.

Cell phones - ICMA recommended that essential personnel only, Street Superintendent, Police Chief, Fire Chief and City Manager, be allotted a stipend for cell phones. They followed the ICMA policy. If you can do your job with a radio, you don't need a phone.

Credit Cards – There were two City credit cards. No one is issued an individual card.

Police Vehicles – Wyrick asked if we had looked into leasing. Yes, but it would be dependent upon the property tax because we don't have a firm figure. Raney added that we're not ready for it without the property tax.

The animal control holding site was discussed. We currently hold animals for three days and then transport them to Athens. We pay $10 per animal per day at the Humane Society in Athens. It was being considered that the Animal Control Officer take all animals to Athens and not hold them in our holding pen at all. The citizen that contacted Boren was concerned about an animal that was in the pen over the weekend in 100 degree heat. The animal was returned to the owner at no cost. We try not to pick up animals on Fridays. The Animal Control Officer checked on the animals on the weekends and holidays. There were six pens approximately 15' x 60'. They were looking into getting ceiling fans for each pen.

A public hearing and action item to adopt the budget would be on the September 23 agenda. Boren asked if the Council was comfortable with the salaries so he could begin talking to the employees about their

possible salary increase. General consensus was the Council was good with the salary figures. The only thing the employees had been told was that there were some adjustments but they were not given a firm number. Boren elected not to go to the employees until he was sure what they were going to receive. The goal was to sit down with the department head and the employee, one-on-one, and spend time with them to explain how they got the number, where the number came from, where the data came from and this is where we're going. Then we can answer any questions they might have.

Raney said if they had done this over a three-year program and we did a little bit of a raise this year and then next year depending on the budget number we did a little bit more and then the next year they would get the final, chances are years two and three we may not have gotten anything. By putting it all out on the table and getting it handled this year, she thought it was very helpful. It's done. And, it says a lot for the Council.

When asked about July Fest, Raney said we brought in about $52,000 and spent about $69,000. The attendance grew by about 1,000 people. It was doing exactly what they wanted it to and that was to grow.

The meeting adjourned at 5:20 p.m.

Attest:

Christy Eckerman

Christy Eckerman, City Secretary

Approved:

Jim Braswell, Mayor