



Lisa B. Pierce, Mayor

Barbara Collins Bowie
Mike Grant
Jerry Lehman

Kimberly McGehee-Aldrich
John W. Pierce
Debra Wilson

**CITY COUNCIL MINUTES
BUDGET WORKSHOP/SPECIAL MEETING
TUESDAY, AUGUST 1, 2017 – 6:00 P.M.
CITY HALL COUNCIL CHAMBER
112 BAUMAN, KIRBY, TX 78219**

1. Call Meeting to Order

Mayor Pierce called the meeting to order at 6:03 P.M.

2. Invocation and Pledge of Allegiance to the Flag

Mayor Pierce led the invocation and pledge of allegiance to the flag.

3. Mission Statement

"The City of Kirby is dedicated to delivering excellent municipal services to our entire community in a fiscally responsible manner."

4. Roll Call

PRESENT

Mayor Pierce
Mayor Pro-Tem Lehman
Council Member Pierce
Council Member Grant
Council Member Wilson
Council Member Aldrich

ABSENT

Council Member Bowie

5. Citizen Participation

There were not any citizens signed up to participate.

6. Budget Workshop

a. Discussion And Direction Of The Proposed Budget For Fiscal Year 2017-2018

Tina Ynfante, Finance Director, presented the proposed budget for fiscal year 2017-2018. The budget included the changes that were requested from the last budget workshop. The changes are as follows:

REVENUES:

Building Permits - \$75,000; Animal Control Fees - \$25,000; ACS – Donations - \$1,000; Park Agreements - \$1,500; Park Fund Raisers - \$26,500; Park Concessions - \$5,000; Pool Usage Fees - \$10,000; Certificate of Occupancy - \$1,500; School Crossing Guard - \$9,800; Court Security Fees - \$5,000; Court Technology Fees - \$6,500; Copies & Maps - \$1,000; CDBG Grant - \$327,348; Body Armor Vest Grant - \$-0-; Interest Revenue - \$9,000; Lease Payment – Bexar County Animal Facility - \$1.

EXPENDITURES:

CITY COUNCIL - Awards & Miscellaneous - \$2,500

CITY ADMINISTRATION – Recruiting Expense Admin - \$4,000; Publication Expense Admin – \$8,000; Training & Travel Admin - \$6,000.

POLICE DEPARTMENT – Uniforms - \$12,120; Vehicle Maintenance - \$20,000; Memberships - \$800; Tasers - \$2,400; Radios - \$16,867; Fencing At PD Yard - \$12,000. Council asked to include two police officers and one full-time dispatch/records clerk positions.

FIRE DEPARTMENT – Operational Supplies - \$4,780; Building Maintenance - \$5,379; Vehicle Maintenance - \$35,000; Memberships - \$3,700; Ambulance - \$200,000; Bunker Gear Washer Extractor - \$15,000; Radios (5) - \$20,000.

ANIMAL SERVICES – Operational Supplies - \$11,700; Medical Supplies -0-; Uniforms - \$1,000; Equipment Maintenance - \$-0-; Vehicle Maintenance – AS - \$3,100; Kirby Bexar Animal Facility - \$55,000.

PARKS – Chemical – Pool & Parks - \$25,000; Park Maintenance - \$18,000; Training - \$1,500; CDBG – J. Sterling Park Improvements – remove this line item.

STREETS – Operational Supplies - \$7,000; Base/Street Oil/Asphalt - \$4,500; Sand/Gravel/Top Soil/Concrete - \$4,000; Traffic Controls/Signs - \$5,000; Training - \$1,000; MPO Grant Binz Engleman - \$2,545,246; CDBG Pageland/Theodore - \$225,193; Fred Haise Street - \$284,000; Asphalt Public Works Yard - \$109,233; CDBG – Arneson & Scotsman St. - \$290,435; CDBG – Sir Roberts Street - \$145,000.

GENERAL OPERATIONS – Operational Supplies - \$6,000; Electricity – Street - \$56,878; Memberships - \$4,000; Vehicle Storage Lot - \$5,000.

WATER FUND – Turn Off/On Charges \$30,000; Interest Income - \$9,000; Operational Supplies - \$25,000; Fuel & Lubricants - \$16,000; Equipment Maintenance - \$20,000; Utility Billing Service - \$8,000; Well Site Monitoring - \$1,000; Training & Travel - \$2,000; Backhoe - \$93,000; Transfer To Debt Service - \$-0-. Mayor Pierce asked that training be separate from travel.

DEBT SERVICE – Transfers To Debt Service - \$252,000.

City Manager Vernon asked Council for direction regarding salaries (cost of living). The last increase was May 2015. She provided the cost for 3% and 6% salary increases. The cost to increase the salaries 3% is \$70,843 and 6% is \$185,190. These figures included the additional staff requested for the police department and appointing a current employee in the fire department to Assistant Fire Chief. The Assistant Fire Chief would remain on shift work.

Mayor Pierce said she would consider 5% or 6% salary increases because we need to take care of our employees.

Council Member Wilson said she would consider 3% and wait for the insurance quote.

Mayor Pro-Tem Lehman said he would consider 3% salary increase. The City pays for employee insurance and that's a great benefit.

Council concurred to consider 3% and wait for insurance quote.

7. Discussion and Possible Action Items

a. Discussion And Possible Action On A Proposed 2017 Property Tax Rate

Tina Ynfante, Finance Director, presented the 2017 tax rate information. The rollback rate is 0.742519; effective tax rate is 0.658738; proposed tax rate is 0.729376. If you select the proposed tax rate the M&O is \$1,780,660 and I&S is \$103,320. She expressed to Council staff is recommending the proposed tax rate.

Council Member Wilson moved to accept the proposed tax rate 0.729376; seconded by Council Member Aldrich.

The motion carried with a 6-0 vote.

8. Requests and Announcements

a. Requests By Mayor And Council Members For Items To Be Placed On Future City Council Agenda And Announcements On City Events/Community Interests

Council Member Pierce - He thanked Sam Richardson for being in attendance. He thanked the department heads and City Administration for the budget planning. He asked that the K-9 amount be added into the budget after realizing the amount had been removed and asked it to be reflected in the budget numbers for the next workshop.

Council Member Aldrich – She asked for a report/status where we are for hiring City Programs Coordinator.

Council Member Wilson – She asked to include the Custodian position in the report/status. She said she has received complaints about the new phone system and asked that this be placed on the next agenda, also include the digital sign on the next agenda. She asked that the City Manager review be placed on the August 10 agenda.

Mayor Pierce – She said August 3 at 6:00 P.M. is the Kirby Senior Center Strategic Planning Committee meeting. She asked that the Interlocal Agreement between Bexar County and City of Kirby be placed on an agenda for discussion and the signage for the animal facility. She would like to explore the possibility of reaching out to Judson I.S.D. to discuss funding or a partnership regarding the cross walks for their schools. She asked that the pool be placed on the next agenda to discuss the recent issue. She asked Sam Richardson to confirm that the VFW is having an event on August 4. Sam confirmed it is a lunch open to the public.

9. Adjournment

The meeting adjourned at 8:35 P.M.

Lisa B. Pierce
Mayor

Attest:

Patty Cox, TRMC
City Secretary