

HUMBLE CITY COUNCIL

MINUTES

SPECIAL MEETING

AUGUST 21, 2015 – 10:00 A.M.

HELD AT CITY HALL, 114 WEST HIGGINS, HUMBLE, TEXAS

STATE OF TEXAS §
 COUNTY OF HARRIS §

MEMBERS PRESENT: Mayor Merle Aaron, Presiding
 Mayor Pro Tem Allan Steagall
 Council Member Ray Calfee
 Council Member Norman Funderburk
 City Manager Darrell Boeske
 City Secretary Jason Stuebe

MEMBERS ABSENT: Council Member Andy Curry

STAFF PRESENT: Finance Director Aimee Phillips
 Fire Chief Gary Warman
 Public Works Director Barry Brock
 Court Administrator Sandra Elliott
 Fire Marshal James Nykaza
 Parks Director Jeremy Mittag
 Civic Center Manager Sergio Corrales
 Asst. Fire Chief Al Taska
 Asst. Fire Chief Mike Legoudes
 Asst. Public Works Director Mark Arnold

VISITORS PRESENT: Donnie McMannes
 Matthew Costa

Mayor Merle Aaron called the special meeting of the Humble City Council to order with a quorum present at 10:00 A.M

1. INVOCATION AND PLEDGE OF ALLEGIANCE.

Council Member Norman Funderburk offered the invocation and led the Pledge of Allegiance.

2. BUDGET WORKSHOP FOR PROPOSED BUDGET FOR FISCAL YEAR 2015-2016.

Mayor Aaron asked for unanimous consent that the Budget Workshop be postponed to after Agenda Item 3.

3. ORDINANCE 15-759 AMENDING CHAPTER 38, "SUBDIVISIONS," SECTION 27 "MULTIFAMILY RESIDENTIAL USES; GENERAL PROVISIONS," SUBSECTION (1) DECREASING THE NUMBER OF MULTIFAMILY DWELLING UNITS PER ACRE; AND PROVIDING FOR SEVERABILITY.

City Manager Boeske stated that the ordinance was recently changed to increase the density to 20, and that he was now requesting that it be reduced back to the original density of 15 multifamily units per acre.

Upon a motion by Council Member Funderburk the City Council voted five (5) for and none (0) opposed to approve Ordinance 15-759 decreasing the number of multifamily dwelling units to 15 per acre

2. BUDGET WORKSHOP FOR PROPOSED BUDGET FOR FISCAL YEAR 2015-2016.

City Manager Boeske presented the estimates for revenue and expenditures for Fiscal Year 2016. He stated that the budget was prepared with an estimated Ad Valorem Valuation of \$1,450,000,000.00 and computed on a \$0.20 tax rate per \$100.00 of valuation with 100% of the Ad Valorem revenues going towards Maintenance and Operations expenses.

Mr Boeske highlighted that the Budget includes at 3% across-the-board raise for all employees, an increase in the TMRS Retirement Contribution from 6% to 7%, and adjustment to the City's Step Program for Police and Fire employees reducing the Step Plan from 10 years to 6 years, adding three new positions to the Fire Department; adding three new car allowances for the Assistant City Manager position, City Secretary, and Finance Director; and hiring a full-time lobbyist to represent the City in Austin.

Council Member Funderburk asked if there was a need for the car allowances rather than assigning a vehicle or paying mileage. City Manager Boeske stated he believed it was a perk but that the positions themselves did not require a City vehicle though he did suggest this was a better idea for the employee and the city as it limits liability and maintenance expenses, etc.

Mr Boeske further stated that he wanted to raise the possibility of retiring the 93 Bond Series for the Sewer Plant noting that the city owed approximately \$5.7 million at 3.42% interest. He suggested paying the bonds off with \$3 million from the General Fund, which would be reimbursed from the Water/Sewer Enterprise Fund over time, and the remainder out of the Water/Sewer Enterprise Fund. Paying off the bonds would save the City approximately \$1 million in interest and that the time to call those bonds would be in January 2016. No decision was made at this time.

Mr Boeske then outlined the combined Statement of Estimated Revenues and Expenditures.

REVENUE

General Fund Receipts	\$ 63,053,105.84
Water & Sewer Operating Fund Receipts	16,290,000.00
I & S Fund, G O Bonds, Series 1993	3,250.00
Special Revenue Fund Receipts (HOT)	814,000.00
Special Revenue Fund Receipts (Traffic Enforcement)	3,000,000.00
Capital Projects Fund Receipts	11,842,000.00
	<u>\$ 95,002,355.84</u>

OPERATING EXPENSE – GENERAL FUND

Administration Department	\$ 12,109,800.00
Street Department	1,891,050.00
Fire Department	3,200,904.29
EMS Division	2,528,970.22
Police Department	10,962,788.60
Park Department	967,212.00
Animal Control Department	230,000.00
Municipal Court Department	1,035,154.18
Inspection Department	573,700.00
Vehicle / Equipment Maint. Department	348,375.00
Fire Marshal Department	680,951.83
Building Maintenance Department	192,825.00
Civic Center Department	1,267,000.00
Civic Arena Division	130,000.00
Civic Center Activity Division	195,000.00
Bender Performing Arts Center	289,800.00
	<u>\$ 36,603,531.12</u>

(CAPITAL OUTLAY INCLUDED IN OPERATING EXPENSES)

General Fund	\$ 1,325,494.36
Water & Sewer Operating Fund	445,000.00
	<u>\$ 1,770,494.36</u>

OPERATING EXPENSE – WATER AND SEWER FUND

Water Department	\$ 3,030,000.00
Sewer Department	3,435,592.00
	<u>\$ 6,465,592.00</u>

GENERAL OBLIGATION BONDS INTEREST AND SINKING FUND REQUIREMENTS

G.O Bonds, Series 1993	\$ 0.00
------------------------	---------

SPECIAL REVENUE FUND – HOT

Operating Expenses	\$ 460,800.00
--------------------	---------------

(CAPITAL OUTLAY INCLUDED IN OPERATING EXPENSES)

Hotel/Motel	\$0.00
-------------	--------

SPECIAL REVENUE FUND – TRAFFIC ENFORCEMENT

Operating Expenses	\$ 1,433,499.00
--------------------	-----------------

(CAPITAL OUTLAY INCLUDED IN OPERATING EXPENSES)

Traffic Enforcement	\$266,891
---------------------	-----------

CAPITAL PROJECTS FUND

Capital Outlay	\$11,036,843.00
----------------	-----------------

TOTAL EXPENDITURES

	\$ 56,000,265.11
--	------------------

ESTIMATED SURPLUS

General Fund	\$ 26,449,574.72
--------------	------------------

Water & Sewer Operating Fund	9,824,408.00
------------------------------	--------------

Interest & Sinking Fund	3,250.00
-------------------------	----------

Special Revenue Fund (HOT)	353,200.00
----------------------------	------------

Special Revenue Fund (Traffic Enforcement)	1,566,501.00
--	--------------

Capital Projects Fund	805,157.00
-----------------------	------------

	\$ 39,002,090.73
--	------------------

TOTAL ESTIMATED EXPENDITURES & SURPLUS

	\$ 95,002,355.84
--	------------------

City Manager Boeske noted that the money the City receives from METRO as well as cash-on-hand from METRO is now shown in the General Fund as \$9,850,000 has been transferred into the Administration Department

Council Member Pierce stated that over the last four years the City had tripled its beginning balance and asked if that was something that was required? Finance Director Phillips stated that there is no requirement in state law as to how much should be kept in reserve but the City has set its own policy on the required reserve. Finance Director Phillips also noted that the large increase is mostly from the inclusion of the METRO funds in the current proposed budget. City Manager Boeske stated that as a general rule the City tries to maintain a difference of about \$1 million from revenue and expenditures.

City Manager Boeske then reviewed the M&O and Capital Expenditures by Department.

Administration:

Mr Boeske stated that capital expenditures for the Administration Department included the repair/replacement of the City Hall perimeter fence; a replacement vehicle for the City Manager – noting that the current vehicle will be moved to an on-shift vehicle for the three new positions added to the Fire Department; and the conversion of the thermostats in City Hall from Pneumatic to Electronic.

STREET DEPARTMENT

Mr Boeske stated that capital expenditures for the Street Department included a new scanner/printer; miscellaneous hand held machinery; a new backhoe to replace the existing 1985 Case backhoe; one 2-ton F550 pickup with dump bed to replace the existing 1999 1-1/2 ton F450; and a new street sweeper to replace the existing 2009 sweeper

FIRE DEPARTMENT

Mr. Boeske stated that the capital expenditures for the Fire Department included ten replacement sets of bunk gear; three new sets of bunk gear for the new hires; SCBA cylinders, one bunk gear storage system, transfers to the Apparatus Replacement Fund; outfitting the on-shift command vehicle being transferred from the Administration Department; LED lighting and mounts; thermal imagers; Radiological Monitoring kit; physical fitness equipment; and the partial remodel and finish of the EMS and Fire Offices. EMS capital expenditures included replacement of portable suction units, stretchers, one new AED; back-up camera system for ambulances; and flashlights.

POLICE DEPARTMENT

Mr Boeske stated that the capital expenditures for the Police Department included new shredder, telephone and fax machine; the city-wide security camera system, dispatch radio, two mobile radios; handheld radios, body cameras, Coban equipment; Two 2016 Chevrolet Tahoes for detectives, seized vehicle lot lighting; miscellaneous property improvements.

Council Member Funderburk asked for clarification on the security camera system.

City Manager Boeske stated that the City has a number of camera systems in place at City Hall, the Police Department, Civic Center, a few of the Parks etc, and that the new system will be able to tie everything together and be totally in-house. Currently our camera system is piece meal with unsupported hardware and software

Council Member Pierce asked if this included Bender High School? City Manager Boeske said it did not but he believed we could add that.

Council Member Funderburk asked if this system will have the capability to add additional areas in the future as needed. City Manager Boeske indicated it would.

PARKS DEPARTMENT

Mr Boeske stated that the capital expenditures for the Parks Department included replacement of the Uptown Park playground, a new vegetable storage room at the garden, two 61" Ferris Mowers, and miscellaneous machinery and equipment.

ANIMAL CONTROL

Mr Boeske stated that the capital expenditures for Animal Control included a new animal display enclosure.

MUNICIPAL COURT

Mr Boeske stated that the capital expenditures for Municipal Court included miscellaneous furniture and fixtures.

INSPECTION DEPARTMENT

Mr Boeske stated that capital expenditures for the Inspection Department included a new blue print scanner and tower; and a replacement vehicle for the Building Official.

VEHICLE MAINTENANCE

Mr. Boeske stated that capital expenditures for the Vehicle Maintenance Department included miscellaneous hand tools, and one ¾ ton truck with utility bed to replace existing 2002 ¾ ton truck.

FIRE MARSHALL DEPARTMENT

Mr Boeske stated that capital expenditures for the Fire Marshall included one new outfitted Chevrolet Silverado 1500; mobile radio; command unit boxes, repair/replacement of the parking lot at 110 West Main, air monitoring equipment, UTV vehicle, trailer and equipment; CAFS unit.

BUILDING MAINTENANCE

Mr Boeske stated there were no capital expenditures planned for Building Maintenance.

CIVIC CENTER

Mr Boeske stated that capital expenditures for the Civic Center included six new golf carts and one Chevrolet Tahoe.

CIVIC ARENA

Mr. Boeske stated that capital expenditures for the Civic Arena included extending the canopy out to cover miscellaneous equipment.

Council Member Pierce asked if the City had given up on insulating the arena? City Manager Boeske stated that we did.

CIVIC CENTER ACTIVITY CENTER

Mr. Boeske stated there were no capital expenditures planned for the Activity Center.

BENDER PERFORMING ARTS CENTER

Mr. Boeske stated that capital expenditures for the Bender Performing Arts Center included miscellaneous machinery and equipment; miscellaneous furniture and fixtures, and miscellaneous property improvements.

WATER DEPARTMENT

Mr Boeske stated that capital expenditures for the Water Department included replacing automatic flushing valves, one ½ ton pick up to replace existing 2005 pickup, replacement of the water booster pump #3 at well site #7; installation of a concrete driveway to water well #9.

SEWER DEPARTMENT

Mr. Boeske stated that capital expenditures for the Sewer Department included automatic valves for the three clarifier inlets, an alternative pump at the North Houston liftstation, one ½ ton pick up to replace the existing 2007 pickup; installation cover over both sand filters.

SPECIAL REVENUE (HOT)

Mr Boeske stated that there were no capital expenditures planned to come from the Hotel Occupancy Tax Fund

SPECIAL REVENUE (RED LIGHT CAMERA/TRAFFIC ENFORCEMENT)

Mr Boeske stated that the capital expenditures from the Red Light Camera/Traffic Enforcement Fund included a new shredder, telephone and fax machine, one intersection OptiCom, installation of a fire/burglar system, miscellaneous property improvements, and five new 2016 Patrol Chevrolet Tahoes.

Mayor Aaron asked if there were any questions or comments.

Council Member Pierce asked if there was any sort of budget for Christmas Decorations. Mayor Aaron stated that most everything comes out of the Administration budget. Council Member Pierce asked if we would be decorating city buildings such as City Hall, the Fire Department, etc. as there used to be a budget of \$20-\$25,000 for those buildings. Mayor Aaron stated that the City Secretary and Facilities Manager were looking into renting decorations for this year, if not next year

City Manager Boeske noted that going forward, this would likely be the last year that the employees would have the current health insurance package as it is considered a benefit rich plan and would be heavily taxed due to the Affordable Care Act.

Council Member Funderburk asked about what the major capital projects were for the year City Manager Boeske stated that the bulk is the sewer rehab and concrete and asphalt projects, the City is also working with Klotch and Associates to determine the estimated costs for the necessary infrastructure associated with development in the northwestern corner of the City

Council Member Funderburk asked about what the final headcount was? Finance Director Phillips stated that with the three new positions in the Fire Department and one in Public Works the number of budgeted positions would be 206.

There being no further business before the City Council, Mayor McMannes adjourned the Special Meeting of the City Council at 11:02 A.M. on Friday, August 21, 2015.


 Merle Aaron
 Mayor

ATTEST:


 Jason Stuebe
 City Secretary

