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City of La Marque
Minutes
August 19, 2013

Minutes of the City Council Special Meeting and Budget Workshop of the City of La Marque, Texas that was conducted on Monday, August 19, 2013 at 3:00 p.m. at 1109-B Bayou Road for purpose of considering the following agenda:

(1) Mayor Hocking called the meeting to order at 3:00 pm.

(2) **ROLL CALL**
Mayor Hocking
Mayor Pro-Tem Bell – joined the meeting at 4:36 p.m.
Councilmember Brown
Councilmember Trube
Councilmember Osteen

City Manager Buttler
City Clerk Eldridge

(3) Mayor waived the Invocation and Pledge of Allegiance.

(4) **CITIZENS PARTICIPITATION**
There were none.

(5) **NEW BUSINESS**
a. Provide update on a partially collapsed ten inch (10") force main sewer line located under Highway 3 and Cedar and provide staff with direction.

Public Works Director Mr. Morgan discussed the situation and provided City Council with four options (4) in which to repair this line. (Exhibit "A"). A line has busted inside of a casing under Highway 3, the exact location of the collapse is unknown at his time. Some repair work had been done in the 1990's at this location.

It was the consensus of City Council to use option one, to completely repair this force main sewer line, all new piping and all new casings. The total amount of this repair is estimated at $88,750.00.

b. Provide update on a partially collapsed fifteen inch (15") gravity sewer line located at the Gulf Breeze Apartments on 519 and provide staff with direction.

Public Works Director Mr. Morgan discussed the situation and provided City Council with some recommendations for the repair of this line. They have repaired this line several times within the last several months. It appears that this line has been placed over a right-of-way, or easement which will require owner's permission to access. At this time, it would be quite costly to repair

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completely. The line needs to be TV'd to see where the exact problem lies. As of now it is costing around $3,000.00 to keep this line pumped out. The question of whether the property owners would be responsible for the repair under their buildings was discussed. It was decided that staff could check to see where the easements lie then look into getting a TV down to look into the line to see where all the problems lie, allow the continuance of research and get with finance and utility funds to see where we are at on funding for this project.

It was the consensus of City Council to check to see where the easements lie then look into getting a TV down to look into the line to see where all the problems lie, allow the continuance of research and get with finance to look at the utility funds to see where we are at for funding for this project, based on this, look for a permanent solution.

c. Discussion and continue review of Proposed Budget for Fiscal Year 2013-2014 with department if necessary.

City Manager stated at that some questions were brought up at the last workshop, information has been was gathered to clear up some of those. There were questions of whether there would be an excess amount of funds that wouldn't be spent at the end of the current budget year. It was determined that a few errors in calculations had occurred and some reverse expenditures have been done.

- Added an additional $250.00 expenses for each Councilmember in supplies (business cards, etc.)
- $1500.00 for subscriptions
- TML Conference ($1000.00) totaling $2,000 for travel of each Councilmember and Mayor
- Backed out all overtime out of the line items for the Bayou Fest and giving it its own line item
- Discussed an employee carrying on the Shop Supervisor role -$2,000.00 compensation
- Street Department, 15,000.00 for extra help
- Hotel/Motel- additional 50,000 for the marquee sign (1-2) signs based on specs
- Left electrical upgrade phase three added back
- 2007 bond project added GIS $15,000.00
- Reserve $40,000.00
- $50, 000 for street projects
- HR position isn't included -waiting on City Manager
- In Fund 87, duplication under line item eliminated one
- Correction to fund balance recap sheet
- Estimated 2013 was too low, Clean City there are outstanding P.O.'s
- Report shows additional column showing what City Council voted on
- Haven't set up a fund for the Cemetery Maintenance Fund yet
- Fund 70 not printed (Disaster Fund)

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- EMS Unit at Bayou Fest?
- Suggested Fire Department and Police Department to donate some time to Bayou
- Concerns about difference in what the City proposed to spend in current budget and what has been proposed in salaries for next year's budget- not everything was included within the budget, equipment allowance, step-ups, shift-differential. Differences in departments in vacancies and those that are part-time or full time
- City Manager (difference was EDC) – now this has been corrected- salary will come out of EDC
- Utility Billing $44,000 under- full-time position went to half time position
- $198,000.00 is a good number for salaries
- Development Services - numbers were low for next year ($34,000) should be $135, 491.00
- Courts- under $14,000.00 which is correct (someone left after being here only three months)- reconcile with extra help
- Police Department under $108,000.00- the number $1,850,000.00 is a good number 2011, 2012 was lower, so this amount is accurate
- Fire Department- looks under for this next year compared to previous years – they split up the certification pay it used to be out of regular payroll, now it is separated
- Street Department- under $121,000.00 (what was requested and what was proposed didn't match)- in 2011, 2012 the extra help lines item looked high. Three positions have been eliminated, no explanation on number of persons in previous years. The proposed number is taken from system and is accurate.
- Utility Line Maintenance under $155,000.00- check on amount $286,818.00 actually 2011 and 2012 was this amount. Water operations some cities segregated -one line may have been short and then the other over, but still the same numbers- double check these numbers; detailed sheet showing pay adjustment for two for operating licenses certificates, and 50% for Public Works Adjustment ($11,000.00)
- Staff doesn't put anything into the salary lines, Finance does all calculations

City Manager referred to the Summary of all Funds page. There had been confusion about the total fund expenditures total funds versus General Fund and Utility Fund revenues. Remember not all of expenditure items have revenues coming to offset those, which are non-operating Funds, including Fund 46, Bond Project Fund, Hotel Motel Fund, and Capital Projects.

Ms. Kou is looking TML into employee health insurance, and windstorm, there may be some other factors as to what we may have to pick and choose.

Ms. Buttler reminded City Council as per Charter, if Council decides to insert new items or increase or decrease appropriations, another public hearing must be held, at this time, no changes of that sort have been made.

There was a question from Councilmember Bell referencing the four (4) Ford Fusions listed.

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Discussion followed that they were administrative vehicles and should be factored into the Enterprise fleet project. It appeared that the radios were included in two separate places and needed to be removed from one of the totals. Councilmember Bell asked about the formula used to calculate the percentage of the annual interest rate, which reflected an error in the year.

Discussion followed concerning radios, with the total expenditures not to exceed $350,000.00. It was encouraged for Council to look over all the information concerning the vehicles and radios and to bring back to discuss and decide. Some information hasn't been included in the Enterprise fleet involved in the maintenance and or leasing of the patrol vehicles $7,583.00 was not included in the proposed budget.

Councilmember Bell mentioned brush pick-up. It was discussed that the Clean City Commission might be able to help with the additional cost of this. The kiosk was discussed and whether it would be worthwhile for the citizens of La Marque. There is still some research that needs to be done; they want to make sure that it is cost effective.

Raises for certain positions were discussed and; either hold off another year so that all employees can receive raises, or to allow the City Manager to do what she feels is important to run an effective city the differences between workloads between working.

(6) REQUESTS AND ANNOUNCEMENTS

a. Requests by Mayor and Council Members for items to be placed on future City Council agendas and announcements on city events/community interests TEX. GOV'T CODE §551.415

b. "items of community interest" includes:

(1) expressions of thanks, congratulations, or condolence;

(2) information regarding holiday schedules;

(3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;

(4) a reminder about an upcoming event organized or sponsored by the governing body;

(5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and

(6) announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after the posting of the agenda.

(7) ADJOURNMENT

****Councilmember Trube moved to adjourn at 5:48 pm.**
Seconded by Councilmember Osteen. Motion approved unanimously.

The City Council for the City of La Marque, Texas reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized the Texas Government Code Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development)

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Mayor Bobby Hocking

ATTEST:

Robin Eldridge, TRMC
City Clerk