



**CITY OF LA MARQUE
CITY COUNCIL
BUDGET WORKSHOP MINUTES
MINUTES
of
JULY 22, 23, AND 25, 2019**

Budget Workshop Minutes of La Marque City Council held on Monday, July 22, 23, and 25, 2019, beginning at 10:00 a.m. at 1109-B Bayou Road with the following members present:

(1) CALL TO ORDER

Mayor Hocking called the Budget Workshop to order at 10:08 a.m. (Monday July 22, 2019)

(2) ROLL CALL

Bobby Hocking	Mayor
Keith Bell	Mayor Pro-Tem, Councilmember District A
Chris Lane	Councilmember, District B
Robert Michetich	Councilmember, District C
Casey Mc Auliffe	Councilwoman, District D

OTHER OFFICIALS PRESENT:

Charles “Tink” Jackson	City Manager
Robin Eldridge	City Clerk
Kierra Nance	Deputy City Clerk

(3) Review and Discuss Proposed Fiscal Year 2019-2020 Departmental Budgets and all Funds

City Manager Charles “Tink” Jackson introduced Mark Havran of LJA Engineering who provided the following information in a power point presentation:

- The City’s current Wastewater Treatment Plant is close to 27 years old
- State Statutes require the WWTP expand to meet the flows that the city is currently getting, due to the city’s growing population and needs
- City hired ARKK to perform a Water and Wastewater Impact Study (August 2018)

- City hired LJA to provide an assessment and feasibility report on what the current infrastructure of the WWTP looked like (October 2018)
- Reviewed requirements by TCEQ (75/90 Rule)
- Reviewed violations the city has received for excessive flow for consecutive three months
- Fines can range from \$5,000.00 per day for each day the city is in violation (money would come from operating revenue)
- If the city is proactive, this can be moved from a fine to a solution
- Provided information for a Wastewater Treatment Plan Expansion that upon implementation, will satisfy the 75/90 Rule
- A location map for the expansion was briefly discussed along with what would be the ultimate the size of plant for the city (5.25 million-gallon plant) - should carry the city through any future development of property within the city (maximum - ultimate buildout)
- One baseball field may have to be included in the first phase (Mahan Park) in the process
- The project would take place in two phases, only beginning the second when needed and with the help of the current owners of that proposed area
- A schedule and timetable for the first phase would satisfy compliance with TCEQ
- Total estimate over a five-year period is \$14.3 million dollars.

Ivan Langford of Gulf Coast Water Authority reported the following:

- Provides surface water to the Rice farm and into Industries Fort Bend Brazoria and Galveston Counties and to cities
- Opportunity to obtain more water capacity through the issuance of debt to pay for a high service pump station that pushes water to the distribution center that in turn pumps water to their 13 customers
- La Marque was their first customer, and pumps the quantity of water closest to their limit by contract
- GCWA demonstrated to TCEQ that it could produce up to 7.6 million gallons of water per day, by having their plant re-rated
- A request for additional capacity has been sent by the City
- A new contract is forthcoming within the next few days- that will show the division of water capacity breakdown
- Additional raw water available - opportunity to purchase from the Brazos River Authority
- (2) sources- (1) water rights from the free flow of the river water (water rights), (2) backup water is water stored; the Brazos River Authority has made more water available with the next five years.
- 1995 - GCWA- Fort Bend and Brazoria counties have water to sell and you may want to get on surface water....so they signed contracts for the future of their communities- then other cities did the same
- Manvel didn't take advantage of this and they are running into constraints

- Encouraged to look at the city's future growth and try to prepare and set aside water for the future.
- Money has been set aside to set aside and purchase more water

Mayor Hocking called for a break at 11:08 a.m.

Budget Workshop resumed at 11:24 a.m.

REVENUES

- Budget has been built based on an increase on utility fees and property tax increases to (.53).

Finance Director Suzy Kou began at the beginning of the proposed budget binder.

- After the 2018 audit the City ended the year with 5.4 million dollars, which did not include reserves.

A question was brought about the steady decrease in revenues in the Fire and Ambulance line item within the past three years - item will be on the August Agenda (insurance billing or delinquent accounts?)

Projections are based on a 1% sales tax increase and is an estimate only (revenues) 3.1 Million + is the estimated fund balance for the next year to work with - this does not include health insurance cost, but put in 5% increase from last year

Discussion about the ninety-day surplus, the proposed budget with the built-in projections, etc. continued. There are some positions built-in, the process is different from in the previous budget workshops. Previously a straight, flat budget was presented, this year under new management, the projections are based on an increase in taxes and utility rates. It was said that \$30,000.00 per day is the amount for surplus days. Rental registration permits were also discussed (\$400.00 - \$500.00) registrations estimate. Several that have not registered. Revenue from rentals, \$40,000.00 being a rough estimate. 70 to 80% of the homes are currently being rented within the City. The process was discussed (cross referencing owners vs. renters); After discussing with the Finance Director, it was determined to place \$50,000 in that line item. The selling of garbage bags was briefly discussed.

Mayor Hocking called for the lunch break at 12:31 p.m.

Mayor Hocking resumed the Budget Workshop at 2:02 p.m.

CITY COUNCIL

Goals & Objectives were reviewed that were determined during the Council Retreat from earlier this year.

Utilizing the building formerly used as the LMISD Administration offices for the Police Department was discussed - to move forward with process. (A legal opinion is being sought); the existing police department building future (Municipal Court); a few TCISD IT employees are currently using one of the rooms in the building; there is adjacent land also included on this property.

A “plan” for future City Hall, Police Station, Council Chambers and other city facilities is needed, instead of using other buildings, patching older buildings up to make them work. To add an addition to the Councils Goals and Objectives (Develop City Facility Master Plan).

2010 for each District in Council Budget - \$5000.00 -line item added (projects, mailers, etc.)

IT- an additional Maintenance person is being budgeted

CITY MANAGER-

- Administration Position now included in the City Clerk (Deputy City Clerk)
- Goals and Objectives - development of succession planning in departments; Personnel Manual - goal to be finished by the end of the year; proposed increase for all employees excluding Fire and Police Collective Bargaining; reorganization of Public Works; organization work charts; completion of Master Plan of Parks and Facilities; salaries increase in health insurance, retirement; additional items in operating supplies; Certified Public Management Program- (2) spaces per year (scholarship) incentive to stay and work here; Added \$10,000.00 for Juneteenth Celebration (venue in a larger location); Hurricane Huddle additional \$5,000.00; Training for Boards and Commissions (\$10,000.00)- discussed the possibility of the Chamber promoting and or sponsoring for the Juneteenth Celebration;

HUMAN RESOURCES

- Receptionist is moved under the City Manager budget for 2020;

UTILITY FUND

- Rate structure has some proposed changes- after a survey of surrounding cities
- Commercial and residential the same currently, proposing tiered billing for residential but not for commercial; and a different rate between the residential and commercial
- Lowest rates in the County
- Average usage 4-5 thousand gallons (about \$3.50 more per month- residents with new rate)

DEBT SERVICE

- In 2022 it will begin to drop off
- Governmental- new public safety building (Fund 15), close to a million dollars
- Enterprise- SSO Program (Department 25, close to 700,000.00
- Bonds- some are voted on by the people (general obligations) certificate of obligations are not required to be voted on by citizens

It was the consensus Council took a break at 2:48 p.m.
Council reconvened to the Budget Workshop at 4:07 p.m.

GENERAL FUND

- Incremental on liability insurance, windstorm and Worker's Comp not included

CAPITAL

- Requests- vehicles, personnel other justifications (already built-in)
- Proposed compensation adjustment non-CBA full-time employees includes a 5% built in rate inside the budget

PUBLIC WORKS

(Goals and Objectives)

- Renovate the Service Center and provide additional training
- Street assessment needed
- City wide drainage (Merry and Melody streets project)
- Baseball and Football fields
- Water and sewer line maintenance division
- Waterline- GLO
- Manholes, valves, water and sewer rehabilitation program

Some accomplishments included 650 Water leaks repaired; 848 Sewer backups repaired

Further discussion included increasing line item for repairing of some of the older vehicles and equipment, repairing water and sewer lines.

Five-year assets - (\$60,000.00) - Playground/park equipment, concession stand, etc.

Discussion continued - football/baseball fields, press box, bleachers, scoreboard and fencing. Pocket parks- asking for some money to be distributed (for ADA compliance equipment)

City Manager pointed out that all of the supplementals have been built-in this proposed budget.

(4) ADJOURNMENT

Mayor Hocking closed the Budget Workshop at 4:07 p.m.

This unofficial copy of the minutes from the above meeting are posted for convenience only. Executed or certified copies of the minutes can be requested by contacting the City Clerk.