

CITY OF LAKE WORTH
Minutes for
City Council Budget Workshop/Special Meeting
Saturday, August 13, 2016
8:30 A.M. – City Hall Conference Room
3805 Adam Grubb • Lake Worth, Texas

1. Call to Order.

Mayor Walter Bowen called the Council meeting to order at 8:30 a.m.

2. Invocation and Pledge of Allegiance.

Council member Geoffrey White gave invocation. Attendees recited the pledge of allegiance.

3. Roll Call.

Council members present were Mayor Walter Bowen, Jim Smith, Geoffrey White, Gene Ferguson, Ronny Parsley, Pat O. Hill, Gary Stuard, and Mayor Pro-Tem Clint Narmore.

Staff present were Brett McGuire, City Manager; Debbie Whitley, Assistant City Manager/Director of Finance; Linda Rhodes, City Secretary; Jimmy Womack, Chief of Police; Steve Carpenter, Captain/Assistant Chief of Police; Mike Christenson, Fire Chief; Sean Densmore, Public Works Director; and Binh Tran, Staff Accountant.

4. Discussion/Action to consider designating the employees' floating holiday for FY 2016/2017 to Monday, February 20, 2017.

Pat Hill made a motion, seconded by Gene Ferguson, to designate the employees' floating holiday for FY 2016/2017 to Monday, February 20, 2016. Motion passed with all voting in favor and none opposed.

5. Approval of Resolution #1008- Job Description Revisions.

Brett McGuire explained that some job descriptions are being revised and submitted to Council for approval due to changes that the Department of Labor has made regarding exempt and non-exempt status of employees. (Revised job descriptions are attached to the resolution.)

Jim Smith made a motion, seconded by Gary Stuard, to approve Resolution #1008 as presented. Motion passed with all in favor and none opposed.

6. Workshop for Proposed Budget for FY 2016/2017.

Brett McGuire began the budget presentation by going over the Hotel/Motel Tax Fund. Anil Patel and two other representatives of Best Western were present and addressed Council with their request to consider \$23,610 in the proposed

budget for FY 2016/2017 to be used for various advertisement and signage. Greg Fox with the Northwest Tarrant Chamber of Commerce was present and addressed Council regarding the Chambers' request. In addition to the \$40,000 that has been requested the last several years, they are requesting an additional \$12,000 for specific advertising for the City. Therefore, the total amount the Chamber is requesting for FY 2016/2017 is \$52,000.

Mike Christenson, Fire Chief, presented the Fire Department's proposed budget to Council. Jimmy Womack, Chief of Police, went over the Police Department's proposed budget, including the Animal Control budget. Sean Densmore, Public Works Director, went over each of his department's proposed budgets. Overall, each department was fairly close to last year's totals; there were no significant changes or requests.

Mayor Bowen convened for a break at 9:42 a.m. and reconvened the meeting at 9:54 a.m.

Brett McGuire and Debbie Whitley went over the following funds: Mayor/Council, Administration, Library, Senior Center, Municipal Court, Permits, Planning and Zoning, Code Compliance, Information Technology, Economic Development, and the Water/Sewer Fund. Mr. McGuire then went over the budget preface and capital equipment requests.

Mayor Bowen convened for a break at 10:49 a.m. and reconvened the meeting at 10:58 a.m.

Brett McGuire and Debbie Whitley explained the tax rate information. Based upon property tax valuations, the calculated effective tax rate is \$0.481135/\$100 valuation. The calculated rollback tax rate is \$0.460660/\$100 valuation. The calculated rollback tax rate is less than the calculated effective tax rate mainly due to an increase in property values. The proposed tax rate is \$0.460660/\$100 valuation, which does not exceed the calculated effective tax rate or the calculated rollback rate. This budget, based on the proposed tax rate, will raise less revenue from property taxes than last year's by an amount of \$19,216. The tax rate is based first on debt, then on maintenance and operations.

Other funds addressed were: major and non-major funds, general fund expenses and revenues, debt service, and the miscellaneous funds (Child Safety, Court Technology, and Court Security).

Mayor Bowen convened for lunch at 11:41 am. Mayor Bowen had to briefly leave the meeting room; therefore, on behalf of Mayor Bowen, Mayor Pro-Tem Clint Narmore reconvened the meeting at 12:50 p.m.

Debbie Whitley went over the TMRS information.

Mayor Bowen rejoined the meeting at 12:54 p.m.

Next, Brett McGuire went over the list of capital equipment requests, all of which were for the Water/Sewer fund. After Council consideration, the consensus was to authorize the water/sewer capital equipment items and for staff to check on borrowing money from the General Fund, including length of time on the loan, and to bring it back to Council. It was also Council consensus to include \$6,000 instead of the requested \$12,000 in the proposed budget for the Northwest Tarrant Chamber of Commerce advertising. This would bring the total for the Chamber's request to \$46,000 (\$40,000 operational request plus the \$6,000 additional advertising request) instead of their submitted request for \$52,000.

7. Consideration of a proposed tax rate, take record vote, and set public hearing dates, if necessary.

Jim Smith made a motion, seconded by Gene Ferguson, to approve going with the proposed tax rate of \$0.460660 and to set a public hearing for the proposed tax rate on Tuesday, September 13, 2016 at 6:30 pm in the Council Chambers.

Record vote is as follows:

For: Jim Smith
Gene Ferguson
Geoffrey White
Ronny Parsley
Pat Hill
Gary Stuard
Clint Narmore

Against: None

Present and not voting: Mayor Walter Bowen

Absent: None

Motion passed with all voting in favor and none opposed.

Mayor Bowen closed the Open Session of the meeting and went into Executive Session at 1:25 p.m., pursuant to Section 551.074 of the Texas Open Meetings Act.

8. Executive Session:

Pursuant to the Texas Open Meeting Act, Chapter 551, Texas Government Code, the City Council reserves the right to convene in executive session as necessary during this meeting to discuss the following:

- a. Pursuant to Section 551.074- Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
 1. City Manager.

Mayor Bowen closed the Executive Session portion of the meeting and reconvened into Open Session at 2:14 p.m.

9. Reconvene into Regular Session:

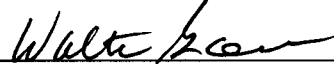
- a. Take any action necessary pursuant to Executive Session Item as listed above.

Jim Smith made a motion, seconded by Geoffrey White, to amend the City Manager contract as discussed in Executive Session. Motion passed with all voting in favor and none opposed.

10. Adjourn.


There being no further business, Mayor Walter Bowen closed the Council meeting at 2:14 p.m.

APPROVED:



Walter Bowen, Mayor

ATTEST:



Linda Rhodes, TRMC/MMC
City Secretary