

BUDGET WORKSHOP, TUESDAY, SEPTEMBER 3, 2013, 6:00 P.M.

The Mayor and City Council met for a budget workshop on Tuesday, September 3, 2012 at 6:00 p.m. with the following members present: Mayor Diaz, Council Members Rivas, Robinson, Lee and Gonzales; City Manager Maner and City Secretary Raines. Council Member Garcia and City Attorney DeFoyd arrived after roll call.

Mayor Diaz stated that we had a workshop that was called for by some of our Council Members and opened the floor for discussion.

City Manager Maner stated that he had e-mailed everybody a correction that he had made on the budget and that was under Heritage Hall on pay for Homebound Meals, it was the wrong number there but mathematically it was correct, it was a 3% raise from last year's budget amount, the initial starting amount was wrong and it made a \$580.00 difference, the budget increased by \$580.00 in that item and ask if anybody had any questions about that.

City Manager stated that when we were here last time several council members commented on a few things and there was not an infinitive outcome so and of course he didn't call the meeting but what he would suggest they do, and when Jim gets here they could clarify this with him, he didn't think the council could take any formal votes or anything because the posted agenda just says workshop on proposed budget for FY 2013/2014 and what he was saying was that he thought it would be alright for council, when time comes on any given item, for the council to speak, the city council has control of the city finances and he would just make an introductory statement here. He stated it was his job as the city manager, as set out in the charter, to prepare a budget to present to them by law but they could change, but he had made no changes here because we didn't have a full consensus so what he was suggesting happens tonight by some method that doesn't violate any kind of open meetings act because it wasn't posted to vote or whatever but still when we reach that subject, if we could get a definitive statement from maybe each council member then maybe he would know what to go back and do to have ready for them for the public hearing.

Mayor Diaz stated that so it was basically just a discussion, no voting or anything.

City Manager Maner stated that the City Attorney could comment on this when he arrives but he thought we could get by without voting was what he was saying as long as he had a clear understanding of what each of them wanted. He stated that all of them didn't want the same thing but he would try to work with them.

Council Member Robinson stated that he was going to kind of jump around, he wasn't going one by one. He stated that one of the things on the fuel that he was asking for and

we were up \$26,130 and we weren't even down to the end of the year yet and that was how much we were over budget compared to next years. He stated he was asking and they told him one person uses a card and we don't really have a way of tracking who uses the fuel or how much and that was all he was asking for, we are over that much, where is the fuel going and if everybody has a card and we aren't using them, why and he was not picking on anybody, he was just asking a simple question he thought because being \$26,000 at the first of August, in fuel. He stated that based on what he was looking at and he could be off a few numbers and that was his question, he had been told that we order the same amount of fuel every month and the price was actually down a little bit.

City Manager Maner ask if he was talking about one department and Mr. Robinson stated that no, he just added up all the departments and everyone knew that streets was over because we amended the budget strictly for that department and they went from \$8500 to \$19,000 plus and we were fixing to have to amend it again for fuel, tell him if we won't have too, that was the only thing he was asking was for the fuel.

City Manager Maner stated one thing and Kyle was going to be our expert on fuel, was that we don't order the same amount every month, the order is probably the same amount but it was ordered when we need it so it might be twice a month, our tank is a certain size So that determines how much we order at a given time but we don't order the same amount on the 13th of every month or anything like that. He stated that they stick those tanks daily and the fuel was ordered when needed. He ask Kyle if they had a point that it gets down too for them to reorder.

Kyle advised that they usually order when they are at about 5000 gallons but to let him tell them that out of fuel stuff, and he was going to get with Kathy, he had not had a chance today, but there was a bulk oil purchase in that and it was a substantial amount of money that was split between him, the police department and water and sewer and he would have to get – he ask if he was talking about the budget last year and Mr. Robinson advised that it was amended this year in June, that we amended \$9000 for the street department in fuel and if we amended it then and we were going to have to amend it again before the end of the year and that was about \$26,000 over what we budgeted last year.

Kyle advised that he would dig into that and he could probably have him a pretty good answer. He stated that he knew the fuel usage each month was different , pretty close to the same, that he would have to look into the \$26,000 because he was thinking there was a bulk oil purchase and he didn't remember when it was done, he would just have to look into that and get with Kathy.

City Manager Maner stated that he would say this and it was for everybody's benefit, that he, Kyle or he suspected anybody sitting at this table didn't have those numbers in their head and he hated to beat a dead horse but he was at the office every day until 5:30 or 6:00 or whatever, Kyle, the Chief, Cindy and Ivan were at work every day and if they could be presented with these problems so that they could get the numbers together for them they were more than happy to supply them but to sit here at an open meeting and to ask a question that you haven't ask before.

Council Member Robinson stated this was the third time that he had ask and City Manager Maner stated that he ask about the street department specifically and Mr. Robinson stated that then he went back and looked at everybody.

City Manager Maner stated that he was telling him that he hadn't ask him.

Mr. Robinson stated that he ask in a meeting, that the street department was over approximately \$10,000.

Mr. Reed advised Councilman Robinson that he had the report right here where he could go over it with him that he thought he would call him today but whenever he wanted to meet they would go over it.

Council Member Robinson stated that he would meet with him.

Mr. Reed stated that they run their gas and diesel just like a gas station, they had to stick the tanks, and as far as the computer system, he reports to city hall exactly what the computer tell us, they have to report to the state, we do SIR statistical reporting and they have to account for everything to the state and they want to do it for him too and like he said, he would have to go in and see if there were some things maybe charged to fuel, there could have been that he finds mistakes on their recap all the time, he would just have to look and see but he had the reports here that were sent to Kathy and the statistical report which he was welcome to look at, every report in there for a couple of years and he reports to her exactly what the computer tells him too. He stated they have a camera that was pointed right on the fuel island and he didn't believe anybody would take fuel and they can't get fuel out of there without a card, that he knew the police department and fire department went in there 24/7. He stated that he couldn't tell him that exact number but he would look at it now that he knew exactly what he wanted, he would get it for him, that it might not be satisfactory but he would get it.

Council Member Robinson stated that he was just asking the difference, that was all it was.

Council Member Robinson stated that Jack mentioned this and he was in favor of a 3% raise across the board, he would throw it out there, he didn't know how the rest of the council felt but he want his census and that was the way he felt, 3% across the board for everybody.

Council Member Lee stated that was his opinion.

Council Member Gonzales stated that was his opinion.

Council Member Garcia stated same for her.

Council Member Rivas stated that he was going to say this, that with the exception of the proposed amount for Ivan –

Council Member Garcia stated relating to the Parks and Recreation Director, not necessarily the person in the position because it was about the position.

Council Member Rivas stated that he was sorry, she was correct .

Ms. Garcia stated that the same would have been for an outside person or anybody sitting in that same seat, it was not about the person, it was about the position, they were trying to do what was fair to everybody.

City Manager Maner stated that first of all, that it was his job to present, as he had already mentioned it was in the budget figures and he thinks it is a proper budget and this particular item in the budget is proper in the budget he presented to them considering all circumstances, which they had already talked about and he had explained to them but he just wanted to reiterate two things, first of all, the amount that he proposed, was in his opinion, a fair amount to pay our parks and recreation director in Jacinto City, Texas and number two, the amount that was in there, as we talked about last time, was never intended to be "a raise to that amount" that he had postponed actually adjusting the salary to what a proper salary was, that was his thinking and as long as he know that he has the direction from the council he would amend his proposal so that it can be considered at the public hearing we are going to hold before the next council meeting and that was the council's desire as he saw it.

Council Member Garcia stated again, it was not the person, it was the position and she did make a comparison between former and current just to see if it was that much of a difference and she guessed that you could say that whoever sat in this chair today, it wasn't a big difference from who sat there before and she also took into consideration the level of

experience and in all reality, not everyone hired will start at the same, it depends on what they can bring into the city.

There was general discussion on how much the difference would be between former and current.

City Manager Maner stated that he was sorry but he didn't understand but that was ok.

Council Member Garcia stated that she was just trying to do what was fair and just.

City Manager Maner stated that he understood and he would adjust it accordingly.

Council Member Garcia stated that she just wanted to re-verify this, did he say that we round up to the next \$10.00 and he replied yes, that you always round up. She stated that she was used to rounding but to the next dollar so this was very new to her and would it be too much trouble to round to the next dollar and he stated that it would and with all due respect, we were talking about a few dollars in an \$8,000,000 budget and this was much easier for everybody to understand and prepare, that he didn't know of any budget that was prepared like that. She stated that she did go over the salaries and he did say that Kathy always managed to balance out and she was sure about that now.

City Manager Maner stated that you didn't want to come up by definition and go over budget because you rounded down instead of up.

She went over some of the salary calculation she did until she came up with what he had and it worked in all the department except the police department but there was a major discrepancy in general workers.

City Manager Maner stated that he talked about that at one of the meetings, that included a whole new police officer.

Council Member Robinson asked if we were going to leave the radios out and amend the budget sometime in October or November since we can't get them in time.

City Manager Maner stated that was his suggestion, that the council could amend the budget anytime and he suggested we do it as soon as Lon could verify when we could take delivery, we can't pay for them until we get them.

Lon advised that he got an e-mail from them today and they said it would probably be three or four weeks if they had everything in stock and many of these have to be installed

and new antennas installed on patrol cars and ambulances so he couldn't tell them they could get it done by the end of this budget year, he didn't think it was doable that he thought we would have to wait for the new budget.

Council Member Robinson stated that we had them in the budget on the first work shop and then they were taken out, if they were already in there, why didn't we just leave them in so we could buy them and not go and amend the budget, we approve a budget in September and turn around and amend it for a \$100,000 in October or November and that was his only concern on his part.

City Manager Maner stated that was before we added the extra police officer and the radios were \$106,000 and that was his advice to council, the council could do whatever they wanted to.

Council Member Lee stated that it was his understanding from what he told him today, that we can't get them this year so the only choices we have is either to put it in the budget or amend the next year's budget, it didn't make a whole lot of difference, the money was going to come out anyway.

City Manager Maner stated that was why council was given the authority.

Council Member Garcia stated that she knew that Council Member Robinson felt a little uneasy about amending the budget but she thought at this point we need to just get it fast, we know it will be next year and just amend it later.

Council Member Lee stated that he thought it was an understandable amendment.

Council Member Robinson stated that was fine, that was just his question.

City Manager Maner stated that we had no choice, that it was mandated but with no money.

Council Member Robinson ask what about the laser fish system for the warrants they talked about.

City Manager Maner stated that he knew the budget didn't have it in there.

Council Member Robinson stated he knew, but were we going to amend the budget to buy that to.

City Manger Maner stated that would be decided by them and let him just say this on all these expenditures we were talking about, you had to provide revenue to pay it, you could transfer surplus money and pay out of that, he ask that as a question but he didn't know, that was up to them, the city council.

There was discussion about the cost of the system. Chief Squyres stated that he thought he could give them a range somewhere between \$25,000 to \$35,000 and it would really depend on what we have it doing, that if we allowed the police station to access it as well, they would need a separate work station to do that and that was how it was licensed.

City Secretary advised that we could pay for part of that out of our tech fund because that was what it was for.

Lon stated there was a Mr. Haddock who works for this company and he would send everybody an e-mail, that he had already talked to him and he was going to be expecting them at the TML Conference, that they were a vendor there and he would show them the system.

City Manager Maner stated that would be an opportunity to see that as well as some other things.

Council Member Robinson stated that he had one other thing , he stated that he went back and did some looking and he didn't know what the consensus of the council was, they could voice their opinion, he stated that every department we had drives a vehicle home except for one and that was the Heritage Hall Department Head and he would like to see us amend a \$200.00 a month car allowance in the budget for that department head and that was just his feeling, that he understands that the police, fire and water have to have it, parks and recreation drives one home and this department head doesn't and as he said, that was his opinion.

Council Member Lee ask if it was all department head and Mr. Robinson stated all department heads drive a vehicle home.

Mayor Diaz ask Jack to please explain why everybody drove a vehicle.

City Manager Maner stated that police and public works were all subject to be called out any time for anything. He stated that the parks and recreation had a car because he had to travel the city all day every day to take care of various locations, that he lives in Galena Park , probably no further away from city hall than some of them, at any rate, that was why parks and recreation had one, plus he had to be out here at night. He stated the

parks and recreation director had to come out to meetings at nights many time and our present director actually call him one night and he thought it was about 10 or 11 o'clock because he had got called out because of an air condition problem at Town Center, this happens and a drive from here to Galena Park was a very minor expense and if the council didn't wish to do that, they could always have the parks and recreation director park his vehicle and go home and tell us when he gets called out.

Council Member Robinson stated that until 2010 the parks and recreation director didn't drive a car home, they went to public works and picked up what was available down there, that 2010 was when he was told the parks and recreation director took a vehicle home.

City Manager Maner stated that he couldn't give him a date, it was when we went from a contractor to a full time parks and recreational director.

Council Member Robinson stated the only reason he said this was Heritage Halls Director had to go to all the county meetings, etc. using her personal vehicle, was the city going to start providing that.

City Manager Maner stated that was not true.

Mr. Robinson ask if the director didn't go to any county meeting or anything.

City Manager Maner stated occasionally, but that director had access to the bus that she drives often and the director and he have had meeting on this way back and he had always told her they would make any arrangements that she needed, she could even have the parks and recreation's vehicle to go to those occasional meetings, he was just telling him that it was very very rare and not often at all.

Council Member Robinson stated that he told them he was voicing his opinion tonight whether anyone agreed with him or not.

City Manager Maner stated and he was voicing his, that it was an opinion and the council has the authority to spend the money however they want to.

Mayor Diaz stated this was an issue that was talked about a couple of years ago.

City Manager Maner stated that it had been discussed several time here and at council meetings.

Council Member Garcia stated that she believed that vehicles needed to be moved around, if they were just sitting there for a long time, especially for parks and recreation, they need to be on the freeway, wasn't that the mechanic recommends, that the vehicle be run, she stated that she was not a mechanic so she didn't know if it hurt a vehicle to sit for a long time.

Mayor Dias ask if we had a vehicle that sat for a long time.

City Manager Maner stated that he thought her question was did vehicles need to be driven for better service.

There was general discussion on the subject.

Kyle explained that vehicles needed to be driven and that was the mechanic's recommendation as well.

City Manager Maner stated that the parks and recreation director often went to various places to pick up parts etc. and Kyle stated that he goes places for him when he doesn't have time. The City Manager stated the reason he knows this is because he always lets him know when he is going out of the city.

City Manager Maner stated that the job of the parks and recreation director was not in one location, it was to take care of all the parks, ball games going on, concession stands and the swimming pool, it was not a stationary job.

Council Member Garcia stated that she guessed that what Council Member Robinson was saying, if not a vehicle because there was not one for that director, maybe a car allowance like any other department head.

City Manger Maner stated that if the council decided to do that, they could certainly do that, he would recommend reimbursement rather than a car allowance, just like the councils turns in for their trips and here again they would keep it to a minimum, like he said, he had talked with the director several times about this over the years and for instance, today she brought some papers down to city hall so that he could sign them but his point was that he was out and about during the day too and he was happy to go by and sign them, all that had to be done was let him know, it was not a requirement of the job and he just thinks it is extravagant , to use that expression.

Council Member Garcia stated that in her case, that for any local meeting that she goes too, she didn't turn in any kind of mileage because that was why they get a car allowance,

that she didn't know what her schedule looked like in a month's time, how many county meetings, trips she might be taking.

Cindy stated that she had never kept up with it and she would have to look at her calendar and a lot of the reason that they didn't see her in the city was because she couldn't afford it, she couldn't go to hospital visits, she couldn't go to visit them when they get out of the hospital and she has to do assessments, that for every body that called in, she had ten days to go out and do an assessment on a home bound call.

Council Member Gonzales ask if she ever had to use it for other reasons, like going for supplies, etc.

Ms. Garcia ask how many assessments she was doing a month and Cindy stated that it depended on how many call but for everyone that came in and did a referral, she had ten days and the maximum was 36 per year.

There was general discussion on the number of assessments and how much time was involved for each assessment.

City Manager Maner ask if there was any reason the bus couldn't be used, it was used to deliver the meals now.

Cindy stated that no, she would have to go to the barn and get it.

City Manager Maner advised that Kyle could make arrangements for anything she wanted to do.

Council Member Garcia ask if the assessments were just in Jacinto city and was advised that it was in Galena Park as well.

Council Member Rivas ask about contacting someone, like public works or the police department to come pick her up from Heritage Hall and take her down to the barn, would that work.

Cindy stated that it was just an inconvenience.

Council Member Rivas said or park it out front and take it back every afternoon.

Cindy stated that if she goes down to the Department of Human Services, she can't take the bus because it won't go into the parking garage, that she knocked off one of Kyle light trying to get in with one of his trucks.

She stated that it just depends, that this month she had two meetings that she had to attend and she didn't know who many home bound assessments she had.

Kyle stated that he didn't want anyone to miss understand, that like she just said, if there was ever a problem with her needing a vehicle she was welcome to his anytime, whatever they decide, or something decent from public works, he didn't want it to sound like he would lend her his vehicle to go to Sams or wherever it is.

There was discussion about the availability of vehicles.

Council Member Garcia stated that she was just trying to put herself in her position and personally she didn't like driving a van much less a bus, that it would just be easier to hop into her car and leave.

Cindy's reply was not picked up by the recorder.

Council Member Lee stated that he would be in favor of a car being made available to her or a car allowance or reimbursement.

Council Member Rivas addressed the chief, saying that along those line, that Council Member Garcia was saying that a vehicle sitting was bad for it and he was just thinking that maybe he should do a high speed chase now and then to make sure that his vehicles were up to par.

Council Member Garcia stated that maybe we could have just saved one of the police cars that we had.

Council Member Rivas stated that was a good idea, the next time that we have a vehicle would it be a bad idea to maybe keep one of the best out of the fleet.

City Manager stated that was not a bad idea, that it had never been suggested before, they could take it and have it painted and use it as need, that was a thought and he had never occurred to him.

Mayor Diaz ask if anyone else had any questions or were we ok with the budget, that we had a public hearing next time on the 12th so we needed to make sure that we get all the discussion out before we present it to the public.

Council Member Robinson stated that he knew that we hadn't done this yet and advised Ivan that if he needed some help, he could bring him a list of electrical contractors that they use at work to do a study on the ball field lights, he was not partial to any of them, he

was just trying to help him do a study of them before we started spending money on them.

Ivan stated yes, that was what they needed to do.

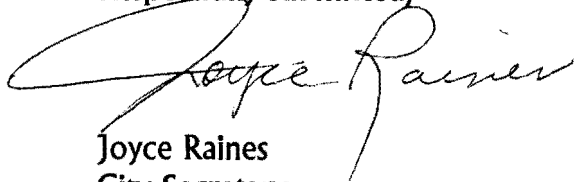
Carmela ask Chief Ayala if he thought that he could save one of those car.

Chief Ayala stated he would keep tract on this if they have one available for that.

City Manager Maner stated that he wanted to be sure he understood what the council had said. He stated that the budget they had before them was going to be changed in that the Parks and Recreation Directors' salary was going to be changed to reflect a 3% raise over what he was making now and ask if that was correct. He was advised that was correct. Mr. Maner stated that they had already talked about the \$580.00 increase in the Home Bound Meal Delivery and this budget would be changed to reflect those and that was what would be presented at the public hearing before the next council meeting and what the city council will be voting on at the first reading at the regular council meeting.

Mayor Diaz adjourned the meeting at 7:50 p.m..

Respectfully submitted,

A handwritten signature in cursive script that reads "Joyce Raines". The signature is written in black ink and is positioned to the right of the typed name.

Joyce Raines
City Secretary