

STATE OF TEXAS

COUNTY OF McCULLOCH

CITY OF BRADY

The City Council of the City of Brady, Texas met in a Work Session Meeting on Tuesday, July 7, 2020 and July 8, 2020 at the City of Brady Municipal Court Building located at 207 S. Elm Street, Brady, Texas with Mayor Tony Groves presiding. Council Members present were Missi Davis, Rey Garza, Jay May, Jeffrey Sutton and Jane Huffman. City staff present were City Manager Dennis Jobe, Public Works Director Steve Miller, Finance Director Lisa Remini, Police Chief Steven Thomas, Fire Chief Lloyd Perrin, Community Development Manager Erin Corbell, Police Captain Mike Hudson and City Secretary Tina Keys.

1. CALL TO ORDER, ROLL CALL & CERTIFICATION OF A QUORUM

Mayor Groves called the meeting on July 7, 2020 to order at 10:00 a.m. Council quorum was certified.

2. Review / Discuss: Revenue Sources

Lisa Remini reviewed with Council. Revenue Sources include utilities, property tax, sales tax and charges for services, example; swimming pool, civic center. Lisa reviewed the possible need to increase water rates to help pay for some necessary infrastructure repairs. She also briefly discussed the commercial accounts who have gone to Oncor so she is trying to keep those figures in mind along with other possible losses. Lisa went on to say energy rates to the customer should go down a penny. She said the property tax estimate from McCulloch CAD has declined by 9 million dollars. The council needs to decide how much money they want from taxes. The base budget will take in \$75,000 less than last year. The appraisal district told Lisa a lot of business are leaving due to sand plant closures. Lisa went over Senate Bill 2 which revamped property tax language and valuations. Mayor Groves said TML is still discussing Senate Bill 2. Lisa needs to know if Council wants to increase dollars in budget for property taxes or leave the same. Lisa figured the base budget with no increases in property tax. Council Member Huffman said she doesn't think we should raise property taxes unless we have to at the end. Lisa said we might want to invite the chief appraiser to go over the appraisal process.

3. Review / Discuss: Fund Balance Reserve Policy

Lisa reviewed with Council. Solid Waste Division doesn't have enough funds to cover expenses and commented that we may need to consider raising commercial dumpster fees. Council Member Huffman said she would rather raise dumpster rates by \$14 than anything else. Lisa said our rates are much lower than other cities. Council Member Garza asked if customers can get a reduced rate if they have more than one dumpster. Lisa said we want our solid waste department to support itself and it's not doing that right now so she would hesitate on a reduced rate right now. Council Member Huffman commented about people in town also dumping trash in commercial dumpsters. Council Member May said he is ok with raising commercial rates. Lisa said we are trying to maintain 90-day fund balance in the general fund, 150 days in electric, 180 days in water/ sewer fund, 120 days in gas fund, 90 for utility support and 90 days for solid waste. Lisa will bring back what a 15% increase in commercial solid waste rates would be.

Council took a break at 11:08 a.m. and resumed the work session at 11:20 a.m.

Lisa Remini went over commercial dumpster rates from other cities from two years ago.

4. Review / Discuss: Police Fleet Vehicle Replacement Proposal

Lisa said this program was brought up before. The police department has to have their vehicles to do their

jobs. We had a leasing company approach us before which should save money through fuel and maintenance costs. We thought about doing this in house and achieve the same goal and have a maintenance cost savings if you're driving newer vehicles instead of keeping them for 10 years. She has come up with some numbers with buying 2 vehicles this year. Ideally we would trade a vehicle in its 5th year giving us a decent trade in value. Jane asked what the vehicle status would look like if we added two new officers. Captain Hudson said if they share a vehicle, one vehicle would be on the road for 24 hours. Council Member Huffman asked about newer employees not taking vehicles home and sharing a vehicle. Chief Thomas said it's not the mileage that would be an issue, it's the hours. Council Member Huffman said she wants to talk about other police items as well. Lisa said she would like to get some resolve on this topic. She will include as an attachment when council votes on budget. Lisa confirmed with Chief Thomas that he would not be requesting additional vehicles.

Council Member Huffman said with the \$300,000 savings that we are getting with cutting administration at the police department, when we talked about it, it still left one person in communications. She said years ago, after we got ERCOT, we talked about completely doing away with communications at PD. She recommends we do away with that one position to do away with all communications but add two patrol officers. The remaining admin personnel and extra officers can handle walk ins. In the current budget we have the current salary. There is a gap going from sergeant to captain. There should be people in those positions. Huffman about moving officers from sergeant to lieutenant and that position would still work the streets but handing supervisory duties of personnel, and move a patrol officer to sergeant. It would be an increase of \$11,500. Council Member Huffman said she thinks it would fix a lot of issues at PD and also thinks we need to add a minimum of 2 positions, possibly 3. Council Member Elliston asked if we provide equipment. Chief Thomas said we provide everything. Chief said now we require you pass field training and probation before we invest in an officer to the tune of \$8,000. Council Member Huffman feels like our officers should be required to live in McCulloch County, and they should have to pay for their vests if they leave within 2 years. Dennis Jobe agreed and said we are spending a lot of money on employees who leave in 6 months. Council Member Elliston said we also need to look at our base pay scale to bring good people here.

Council took a recess for lunch at 12:14 and resumed at 1:00 p.m.

5. Present: Budget Summaries TAB

Draft Budget Summary

Fund Balance Adequacy

Lisa Remini presented

6. Discuss:

Organizational Chart, Personnel, Payroll

Dennis Jobe reviewed and discussed changes. He said 3 – 4 years ago, all supervisors were put on hourly except Lisa Perry and Steve Morgan. Steve Morgan was put under hourly but he doesn't want Steve Morgan getting overtime to mow. He is recommending moving all supervisors to salaried. Steve Miller said we probably need to do a salary survey. Council Member Elliston agreed that our salaries are all over the place. There were discussions about various positions and their salaries versus other positions.

Council Members Huffman and Elliston stepped out of the meeting at 1:37 p.m. and returned at 1:39. Mayor Groves read "powers and duties of a council" from the Charter. Lisa Remini said we are working on a path to improve how we pay our employees. Council Member Huffman said we really need to look at positions that are paid lower than what they should be. Jobe said he has been working on it. Dennis Jobe said he is asking for \$26,000 in payroll increases to add to the budget. We will need to see if we have the money. Lisa Remini mentioned the personnel policy may need to be changed to include a person's rate of pay will be adjusted when job duties are adjusted. Erin Corbell brought up that the job descriptions need to be looked at. Lisa said

we do not have a communications division in the base budget. That position was moved under police department. Dennis Jobe said there is a lot of heavy equipment repairs that are sent out. He went on to say we might be spending more sending equipment out for repairs than we would if we hired our own heavy equipment mechanic. Council Member May asked about moving all employees up to \$10 a hour. Dennis Jobe said we did; the \$9.00 salaries are for part time people. Erin Corbell said some aquatics employees are at \$9.00. Lisa Remini said she will adjust line item for year-round part time to \$10.00. Council wants all employees to be brought up to \$10 an hour. Appendix B, C, and D has the org chart that we are asking the council to approve. Appendix C is the payroll step grade chart. They will change step 1 to start at \$10 per hour and when we hire new employees, the superintendent will be given the authority to start them at different steps based on their experience. Tab D is summary sheet shows totals for each division by fund, 32% of base budget \$10,777 less than what we budgeted last year. We're budgeting for 100 positions.

Supplemental Decision Requests – APPENDIX Book

Utility Funds

General and Special Funds

Lisa Remini said the Appraisal District has given us their proposed budget. If there are no questions or issues presented to the Appraisal District, it becomes effective in September. We pay \$27,560 to them for their services. Also, Brady Volunteer Fire Department has list of expenditures totaling \$24,000 so it is in the base budget.

Council took at break at 2:16 pm and resumed the session at 2:36

Council and staff discussed dual certified areas and the impact on the City of business switching to Oncor

Supplemental requests. Dennis Jobe said we're looking at replacing poles city wide. Steven Miller confirmed we are looking at replacing 12 poles per year, but the job could quickly escalate. Council Member Garza asked about the N. Walnut job. Miller said we are waiting on TWDB. Council Member Huffman said she thought this was going to go into the base budget every year. She would agree to do 12 poles per year for \$75,000. Next year Lisa will put \$75,000 in the base budget, and council would like this in the proposed budget for this year.

Tree Trimming – Steven Miller would like to increase from 2 weeks to 3 weeks. Council was split so we need to come back to this item.

Street lights – Council Member Huffman asked for adjusted number with what has been discussed. Lisa said she would work on the numbers and bring back. Council Member Huffman said she felt like there are more important items than street lights. Council did not approve

ERCOT – Steven Miller explained. Council elected to not do this expenditure.

Breakers – Steven Miller reviewed. No action will be taken

Council took a break at 3:59 p.m. and resumed at 4:07 p.m. Dennis Jobe said the G. Rollie White committee has \$1.5 million to be distributed, but we have to apply for it. Jobe agrees we need a new fire station. Council Member Elliston asked if we have explored other grants. Dennis said they're working on it.

Dennis said his number one priority is a new fire station. Lisa went over General Obligation vs. Certificates of Obligation. Dennis Jobe and Chief Perrin discussed different location and construction options. Council confirmed they do want to do the project.

Jaws of Life – Council Members Huffman and Elliston want to take extra tree trimming week off and put those funds into jaws of life.

Council Member Huffman said she would be ok with raising property taxes a little bit to help cover police expenses.

Work Session was closed at 5:01 p.m.

7/8/2020 - Work Session was opened at 10:00 a.m.

Council reviewed supplemental request from airport. Dennis Jobe explained the urgencies of the requests.

Lisa Remini confirmed council was in favor of the police replacement program; council had asked for numbers adding two new police officers and Lisa presented those figures. She also added in figures bringing all full-time employees up to \$10 per hour. She also figured the salaries that Dennis had talked about, SRO officer, jaws of life and bunker gear are the items that Lisa heard that Council was in favor of. She took the net figures and added those costs in.

Council took a break at 11:15 and resumed session at 11:20.

Council took a break for lunch at 12:16 and resumed at 1:30 p.m.

Lisa went over new numbers reflecting what council had approved in the budget process.

All council was in favor of adding two officers to include a lieutenant position.

Lisa Remini mentioned the Radium Reduction costs coming in the next few years. She asked if we want to look at raising rates now in anticipation. Council Member Huffman doesn't feel like she wants to raise rates right now. Lisa said there is time to figure it out. Council Member Elliston said she would rather take smaller rate increases, as would the Mayor, rather than jump up a lot all at once. Everyone except Council Member Huffman voted to increase water rates by 5%.

Missi Elliston left the meeting at 3:40 p.m.

Council agreed to review final budget during work session meeting on 7/21 at 4:00.

Budgets / Requests from other Agencies

Fee Schedule

There were no suggested changes

7. Plan:

Future work sessions and dates/topics

8. Discuss process and Announcements

9. Adjournment

There being no further business, the Mayor adjourned the budget work session at 3:43 p.m.


Mayor Anthony Groves

Attest:  _____
Tina Keys, City Secretary

