

# City of Rowlett Meeting Minutes City Council

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

*City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6109 or write PO Box 99, Rowlett, Texas, 75030-0099, at least 48 hours in advance of the meeting.*

---

Monday, August 18, 2008

6:30 PM

Municipal Building - 4000 Main Street

---

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

## 1. CALL TO ORDER

*Mayor Harper called the meeting to order at 6:33 p.m.*

## 2. WORK SESSION ITEMS (6:30 P.M.)

### 2-A Presentation and discussion of the Fiscal Year 2008-2009 Proposed Budget.

*Mayor Harper stated the City Council Finance Committee met and gathered information on Friday, August 15, 2008 to expedite the budget review. Council will review each recommended item; will look at the sources of funds and will look at the expenditure side of each item.*

*Two questions will be asked for each item:*

- Should the City ask the citizens to pay more in the form of fees or taxes?*
- Are the expenditures that are being suggested to reduce really less important than the expenditures they suggest be added?*

*Mayor Harper stated this year's budget process has been more productive in comparison to the previous year's process.*

*At this time, Council discussed the spreadsheet that was provided entitled 'Compilation of Recommended Amendments to the City Manager Budget Proposal'.*

*The discussion began with Revenues under the General Fund category.*

*By increasing the fees at the Wet Zone by \$1 per entrance, this would reduce the General Fund subsidies by \$51,000.*

*Council inquired about promotion opportunities to increase attendance; if the subsidy could be calculated on a per ticket basis for a Rowlett resident and advertised to educate the citizens; if the \$1 increase commensurates with the plan survey for rate increases. Council stated that outsourcing the Wet Zone should be considered as staff goes through their analysis as managed competition comes into play.*

*It was suggested that 'Pond Maintenance' needs be funded through the Drainage Fund; therefore, freeing up General Fund dollars.*

*Council asked if the City provides a subsidy to the golf course.*

*Staff stated that at one time it was indicated that there is a tax subsidy based on the amount of the bonds that have been sold versus what the annual rental agreement is suppose to provide for. But in August, the City will receive a reset value on the variable rate.*

*Council asked if the bonds were sold for drainage purposes.*

*Staff stated they were not.*

*Council asked the ongoing expense for the 'Deputy Marshal'.*

*It was stated that the Deputy Marshal's ongoing expense will be close to \$62,000 per year.*

*At this time, Council discussed Expenditures under the General Fund category.*

*Mayor Harper stated that he would like to continue 'R.O.C.K.'*

*Staff discussed 'Organizational Development'; stated the program included educational classes for the City employees, the tuition reimbursement program, the Customer Care program, and the employee tenure recognition. Stated the \$20,000 amount does not eliminate the program but reduces the program.*

*Council suggested for the 'Intersection Safety Study' that the \$50,000 should come out of the General Fund with one-half being funded through the Traffic and Safety Fund.*

*Staff stated that \$25,000 was moved but the funds were available within the revenue structure so it did not change expense and debt expenses from another line-item in Traffic Safety Fund to cover the amount from intersection improvements. Stated when the Traffic Safety Fund was originally calculated there was \$71,000 left over after what the State contributed and what would need to be paid for the consulting services. The \$71,000 was not specifically allocated to any specific project so the \$25,000 will now go to a specific project.*

*Council asked if staff was advocating that Council increase the Intersection Safety Study to \$50,000.*

*Staff stated they were not advocating that but the \$50,000 is available for other projects.*

*A member of Council stated that it is reasonable to cut the Intersection Safety Study in half. Another member of Council disagreed and asked why the City would stop the funding of any study of any traffic flow within the City until the traffic flow and all roads are in place.*

*Council suggested that the 'Public Safety Expo' be integrated with an annual program using Main Street and the Community Centre.*

*Staff stated the 'Benefits Programs and Administration' was used for the consultant that is hired each year and the City employee's Health Fair. Staff stated the proposal would eliminate the Health Fair but still allow the consultant to help with the bids. Mayor would like the Health Fair to be funded.*

Council asked staff to explain the 'Eliminate proposed Battalion Chiefs'. Stated this organizational change will represent a different philosophy; would like to give the new City Manager an opportunity to review this change before the possible addition of Battalion Chiefs.

Staff stated in order to maintain the administration at the Fire Department at the current level, the 2nd Assistant Chief will be placed back online. Stated the Emergency Management Coordinator's job will be eliminated but will be absorbed by the Fire Department Administration.

Council stated the proposed Battalion Chief additions was a cost savings move but felt it should not be decided until the new City Manager is hired.

Council stated the 'Reduce the Marketing and Business Retention Incentive' takes away from the Economic Development Director; stated they would like to keep the Marketing fully funded and on a case by case basis for the Business Retention Incentive; stated this item may need to be revisited again.

Council discussed the 'Freeze & Unfund 3 Police Officer Positions'. Stated there are 4.03 vacant positions in the Police department for over one (1) year period. Stated three (3) police officer positions will be frozen; these positions will not be recruited and they will not be taken away from the authorization.

Staff stated the Police department is currently involved in a Staffing Study.

Council discussed the 'Replacement of 4 Police Patrol Vehicles' and the 'One MICU and One with a Remount'. Council discussed whether the City wanted to buy a new vehicle or a new drive train and reuse the box of the vehicle.

Staff stated the City of Garland Mutual Aid agreement requires the City to have three (3) operational MICUs. Stated going down to three (3) MICUs puts the City in a tough position for serving the citizens. Suggested that one (1) new MICU is bought and one (1) older MICU can be sent to be remounted; this leaves one (1) MICU in reserve while the remount is taking place.

Council asked if the difference in price for a new MICU compared to a used MICU was approximately \$50,000.

Staff stated there would be approximately \$68,000 saved.

Council spoke regarding the replacement of four (4) patrol vehicles with four (4) new Dodge Charger vehicles. Stated the difference in pricing between the Ford Crown Victoria and the Dodge Charger vehicles is the installation of the police package equipment. Stated for the safety of the officers, Council would like to purchase the Dodge Chargers.

A member of Council voiced concerns regarding the replacement of vehicles once they have reached a particular number of miles regardless of the vehicles integrity.

Council spoke regarding the 'Public Safety Tenure Pay Plan'. Stated the objective is to find a pool of funds, to find enough dollars, to consider funding the Public Safety Tenure Pay Plan. Stated without the pay plan, the City is looking at losing its experienced veterans. Asked if something could be done to target the need rather than fund the entire pay plan. After discussion, it was determined to either fund the entire pay plan or do not fund any of it. For the uniformed employees an average pay increase is approximately 8%.

Staff stated that retaining employees has become an issue. Staff stated they followed the Guiding Principles and the amount of revenue that is available.

Council stated the money will have to be spread around as equitably as possible on all the City's functions. A member of Council stated the pay plan was a priority.

Staff explained the amounts transferred in 'Transfers to Cash CIP'.

A member of Council stated the integrity of the funds must be maintained. The Drainage Fund should fund drainage project; the Utility Fund should fund utility projects.

Council stated there is no certainty that the sales tax and property tax amounts for next year will be the same or higher than this year.

A member of Council stated the City needs to remain competitive with its uniformed employees and support the Police and Fire department.

Council discussed 'Increases in Monthly Drainage Fees'. Stated the extra money should be spent by the Drainage Engineer on drainage projects. A member of Council questioned the actual amount of money that would be available for the drainage or utility projects.

Staff stated the money would go to the CIP and there is a separate CIP Budget Process. Stated there are not specific projects that the original \$3.2M has been dedicated for next year. It is presumed that a majority of the money will go for the asphalt under 65 PCI. Stated on the CIP that \$335,000 will be shown for drainage improvements and show an additional \$300,000 for water and sewer improvements and the net effect would be available for miscellaneous asphalt and concrete projects. The money provides ongoing Capital Improvement needs.

Council stated they would fund \$160,000 for the replacement of the four (4) Police Patrol vehicles.

At this time, Council went back through the list line by line to check for consensus on each of the individual items.

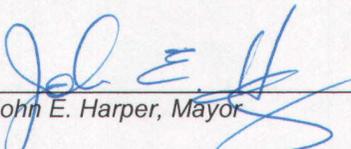
<u>Recommended Amendments</u>	<u>Results</u>
Increase Monthly Drainage Fees	Agreed
Utility Rate Changes	Agreed
Increase Fees at the Wet Zone	Agreed
Transfers to Cash CIP	Agreed
Public Safety Tenure Pay Plan	Agreed
Replacement of 4 Police Patrol Vehicles	Reduce the amount to \$160,000
One MICU and One MICU w/ remount	Asked if it would be possible to rent a MICU while the used MICU is remounted
July 4th Event	Combining and funding all (July 4th, Holiday, and Public Safety Expo)
PC Replacement	Agreed
Holiday Event	Combining and funding all (July 4th, Holiday, and Public Safety Expo)
R.O.C.K.	Agreed
Arts and Humanities Commission	Agreed
Organizational Development	A \$20,000 reduction
Intersection Safety Study	A \$50,000 reduction
Public Safety Expo w/other Events	Combining and funding all (July 4th, Holiday, and Public Safety Expo)

<i>Benefits Programs and Administration</i>	<i>Add back into budget; look for sponsorships for Health Fair</i>
<i>Eliminate Proposed Battalion Chiefs, add back 2nd Assistant Chief and no reduction in firefighters</i>	<i>No reduction; wait on the new City Manager</i>
<i>Reduce Economic Development Marketing and Business Retention</i>	<i>Leave the Retention reduction in place; restore the funding for the Marketing Funding through the Drainage Fund</i>
<i>Pond Maintenance</i>	<i>Revenue neutral</i>
<i>Meter Maintenance Specialist I</i>	<i>Revenue neutral</i>
<i>Deputy Marshal</i>	<i>Agreed</i>
<i>Approve 2 Sergeants</i>	<i>Agreed</i>
<i>Freeze and Unfund 3 Police Officer Positions</i>	<i>Agreed</i>

Mayor Harper stated at the August 19th Council meeting, the City Manager will present the budget and a public hearing will occur. At the end of the public hearing, Council will have the opportunity to make comments.

### 3. ADJOURNMENT

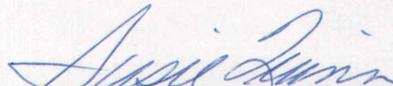
Mayor Harper adjourned the meeting at 8:24 p.m.



---

John E. Harper, Mayor

Date Approved: September 2, 2008



---

Susie Quinn, City Secretary