

MINUTES OF THE **SPECIAL CITY COUNCIL WORKSHOP MEETING**, HELD ON **TUESDAY, JULY 12, 2005** AT 6:00 P.M. AT CITY HALL, 401 MARKET STREET, TOMBALL, TEXAS 77375.

1.0 MEETING WAS CALLED TO ORDER BY MAYOR HARRINGTON. OTHER MEMBERS PRESENT:

COUNCILMAN QUINN
COUNCILMAN FORD
COUNCILMAN FAGAN
COUNCILMAN GATLIN
COUNCILMAN DRIVER

OTHERS PRESENT:

CITY MANAGER – BEN GRIFFIN
ASSISTANT CITY MANAGER – MARY COKER
CITY SECRETARY – DORIS SPEER
POLICE CHIEF – MICHAEL BLAKE
DIRECTOR OF PUBLIC WORKS – ROD HAINEY
FINANCE DIRECTOR – SHERRIE MATTSON
ASSISTANT FIRE CHIEF – ERIC HOFFMAN
BUILDING OFFICIAL – DAVE ALLEN
CITY ENGINEER – JOE SHERWIN

2.0 NO PUBLIC COMMENTS WERE RECEIVED.

3.0 COUNCIL ENTERED INTO WORKSHOP TO DISCUSS THE FISCAL YEAR 2005-06 BUDGET:

3.1 OVERVIEW OF THE PROPOSED BUDGET WAS PRESENTED BY BEN GRIFFIN:

3.1.1 DEPARTMENT REVIEWS WITH CAPITAL WERE PRESENTED BY EACH DEPARTMENT

3.1.2 CURRENT UTILITY RATES WERE DISCUSSED; ADDITIONALLY, WASTE MANAGEMENT HAS REQUESTED AN 11.4% INCREASE IN SANITATION RATES. AN AVERAGE \$5.74 (5%) PER MONTH INCREASE IN THE AVERAGE UTILITY BILL IS EXPECTED.

COUNCIL REQUESTED A JUSTIFICATION OF THE 11.4% INCREASE REQUEST FROM WASTE MANAGEMENT BEFORE GOING OUT FOR BIDS ON SANITATION SERVICES.

- 3.1.3 THE TAX RATE WAS DISCUSSED; IN THE FUTURE, A TAX RATE INCREASE MAY BE NECESSARY TO FUND DEBT SERVICE FOR CAPITAL PROJECTS SUCH AS:

MEDICAL COMPLEX DRIVE EXTENSION
AGG ROAD EXTENSION
MICHEL ROAD EXTENSION
MISCELLANEOUS DRAINAGE
HIKE & BIKE TRAILS.

ROD HAINEY ADVISED THAT THE LARGEST CAPITAL IMPROVEMENT PROJECT IS THE DRAINAGE SYSTEM IMPROVEMENT PROJECT; IN ORDER TO COMPLETE THESE PROJECTS, WE WILL NEED AN INCREASE IN THE PROPERTY RATE.

ROD HAINEY PROPOSED REPLACEMENT OF ALL WATER METERS IN THE CITY DURING FISCAL YEAR 2005-06, TO ENABLE AUTOMATIC METER READING; HE ALSO PROPOSED REPLACEMENT OF ALL GAS METERS IN FISCAL YEAR 2006-07. THIS WILL INCREASE ACCURACY AND REVENUES.

ROD HAINEY ADVISED THAT TCEQ REQUIREMENTS HAVE BECOME MORE STRINGENT AND THE CITY WILL BE REQUIRED TO ADD AN ADDITIONAL WELL. ADDITIONALLY, TWO OF THE CITY'S CURRENT WELLS ARE OLDER.

BO EGBERT, WASTE MANAGEMENT, ADVISED THAT A 7-7.5% INCREASE IS NEEDED FOR WASTE MANAGEMENT TO STAY EVEN; THE 11.4% INCREASE IS NEEDED FOR WASTE MANAGEMENT TO GET BACK ON TRACK REGARDING EXPENSES VERSUS REVENUE.

BO EGBERT WILL FURNISH INFORMATION REGARDING SANITATION SERVICES WITH CITIES COMPARABLE TO TOMBALL FOR COUNCIL'S CONSIDERATION. HE ADVISED THAT IT IS TO THE CITY'S ADVANTAGE TO REQUEST A 5-YEAR CONTRACT.

MARY COKER ADVISED THAT TML HAD REQUESTED A 20-28% INCREASE IN HEALTH INSURANCE RATES; THE CITY IS CURRENTLY SOLICITING PROPOSALS FOR HEALTH INSURANCE.

BEN GRIFFIN REQUESTED A 4% MERIT INCREASE AND STEP RANGE ADJUSTMENTS, WHICH WOULD BE A TOTAL INCREASE OF +6% IN EMPLOYEE EXPENSE

- 3.1.4 DISTRIBUTION OF HOTEL/MOTEL FUNDS WAS DISCUSSED. SHERRIE MATTSON IS CURRENTLY TRYING TO COLLECT FUNDS AND PENALTY DUE FROM SINGLE NON-PAYING ENTITY. BEN GRIFFIN WILL TRY TO MEET WITH THE HOTEL OWNERS REGARDING NON-PAYMENT OF HOTEL/MOTEL TAX AND WILL ALSO CONTACT THE CITY ATTORNEY REGARDING A POSSIBLE LIEN ON THE PROPERTY FOR NON-PAYMENT OF TAXES.

COUNCILMAN GATLIN REQUESTED CONTINUED VIGILANCE OF CITY STAFF TO GET THE BEST USE OF AVAILABLE FUNDS AND REQUESTED THE FOLLOWING ITEMS FOR THE JULY 25, 2005 BUDGET WORKSHOP:

- A. PERSONNEL TURNOVER PER DEPARTMENT
- B. DETAIL REGARDING ENGINEERING COSTS FOR EACH PROJECT DURING THE LAST TWO YEARS
- C. RE-PRIORITIZATION OF CAPITAL ITEMS BY EACH DEPARTMENT HEAD

COUNCILMAN FORD REQUESTED THE FOLLOWING ITEMS FOR THE JULY 25, 2005 BUDGET WORKSHOP:

- D. LIST, BY DEPARTMENT, OF ALL EMPLOYEES, THEIR POSITION, SALARY, BENEFITS, AND NUMBER OF YEARS WITH THE CITY
- E. DETAIL OF ALL UTILITY EXPENSES AT THE LITTLE LEAGUE FIELDS
- F. STATUS OF THE SIDEWALK DOWN GRAHAM DRIVE

COUNCILMAN DRIVER REQUESTED THE FOLLOWING ITEM FOR THE JULY 25, 2005 BUDGET WORKSHOP:

- G. A COMPARISION OF EXPENSES (LESS CAPITAL) FOR THE LAST 8 YEARS

COUNCILMAN DRIVER REQUESTED THAT CITY STAFF MAKE KEEPING PROPERTY TAX RATE LOW A HIGH PRIORITY. MAYOR HARRINGTON ADVISED HE WOULD PREFER RAISING THE TAX RATE 1-2 CENTS AT A TIME, RATHER THAN A MAJOR INCREASE ALL AT ONCE.

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MOTION WAS MADE BY COUNCILMAN FORD TO ADJOURN; SECOND BY
COUNCILMAN DRIVER.

MOTION CARRIED UNANIMOUSLY.

MEETING ADJOURNED.

(signed) Doris Speer

DORIS SPEER, TRMC
CITY SECRETARY

(signed) H. G. Harrington

H. G. HARRINGTON
MAYOR