

CITY OF FREEPORT

JULY 14, 2015 WORKSHOP MINUTES

I. Meeting Opened

The July 14, 2015 Budget Workshop was opened at 6:01 p.m. by Mayor Russ Barley.

Council members present: Mayor Russ Barley, Councilman Eddie Farris, Councilwoman Janice McLean, Councilwoman Kasey Cuchens, Councilwoman Elizabeth Brannon and Councilwoman Jennifer Laird.

City Staff present: City Clerk Gary Mattison, City Planner Latilda Hughes-Neel, Parks Director Dana Weiler and City Engineer Cliff Knauer

II. Invocation and Pledge

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. 2015-2016 Budget

McLean explained the budget notebooks she had compiled for the Council:

- Revenue Worksheet
- Expense Worksheet
- Current Annual Budget
- Current Monthly Budget
- General Ledger Year-to-Date

Cuchens: How will the CIP (Capital Improvements Program) be worked into the Budget?

McLean: would like for the Council to put aside some reserve funds

Cuchens: I do want us to put money aside.

McLean: The ad valorem tax statement shows about an \$85,000 increase.

Cuchens: for last year's budget, were there any areas where we had severe overages?

McLean: didn't seem to be.

Cuchens: next year, we will have the Utility Supervisor to budget in as well.

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Mattison: we will also need to take into account new insurance rates; will come up with forecast for employees.

Laird: I want to participate in the insurance review and open enrollment

The Council discussed future budget workshop dates.

Cuchens: Gary, get with Clayton. Cliff (Preble-Rish) will need to be part of the discussion in relating the CIP to the Budget.

Knauer: the Council needs to set aside match funds for pursuing grants.

Cuchens: we know that match funds have to be set aside.

Mattison: we have to make sure we have enough money to operate.

Mattison handed out the Expenditures List.

Cuchens: City Hall/Rural Development loans; what was the time-frame on those?

McLean: the loans were over ten years old.

Brannon: on the utility line relocate for US 331, we may get 50% of that back after the construction is 100% complete.

Cuchens: the \$90,000/Sensus Meters; that's 3000 meters?

Mattison: confirmed; that is a planned expenditure.

Cuchens: the lift station repairs were less than anticipated.

Mattison: the savings are reflected.

McLean: the well mitigation account is not required any longer.

Knauer: on the North Bay Water System, we spent six months working on the paperwork for a USDA loan and then got denied because the City had too much cash on hand.

Cuchens: the Rural Development group noted that our bookkeeping needed updating.

McLean: our water/sewer rates are very low compared to other communities

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Mattison: we have a current vacancy for fiscal services clerk. The suggested salary is 30/40K range with exempt status/need to be well versed in the Access accounting system and would oversee the billing department. We need to advertise immediately. The fiscal services clerk needs to be part of the budget process and have supervisory experience; a good financial background.

Cuchens: under expenditures; add pool to unanticipated expenditures.

Mattison: it is time to embrace county support for the community pool.

Brannon: wasn't the pool a joint project with the county?

McLean: yes. I was on the Council when it was done.

Mattison: we need to start with the District 4 Commissioner.

Weiler: the pump blew up today. The repair is going to cost anywhere from 3-25K.

Mattison: that's all the information I had to present.

Cuchens: pertaining to the CIP/Budget workshop on July 23, we need to be prepared to discuss the possibility of raising our rates.

Brannon: I want to look at our Consumptive Use permit; I want to know how many millions of gallons of water we are losing.

Mattison: need to look at built-in overages as well.

Knauer: the rate study that Preble-Rish proposed to evaluate your rates, costs and maintenance; the first proposal had a price tag of 20K.

McLean: what about Rural Water?

Knauer the only thing they will do is give you rate comparisons. They will not evaluate your system.

Cuchens: we need to see if we can afford a new rate study.

Cuchens: thank-you, Ms. Janice, for putting the budget notebooks together for the Council.

Brannon: yes, thank-you.

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Mattison: I have handed out the draft Personnel Policy Manual; Dana was a big help in completing that draft.

IV. Meeting Adjourned

Mayor Barley called for a motion to adjourn. Councilwoman McLean motioned to adjourn. The workshop adjourned at 6:48 pm.

FREEPORT CITY COUNCIL

Mayor

ATTEST:

City Clerk

APPROVED