



City of Garden Ridge

"A way of life, not just a place to live"

MINUTES CITY COUNCIL SPECIAL MEETING THURSDAY, JULY 11, 2019, 6:00 P.M.

Councilmembers Present:

Mayor Larry Thompson
Mayor Pro-Tem John McCaw
Councilmember Lisa Swint
Councilmember Bryan Lantzy
Councilmember Kay Bower

Councilmembers Absent:

Councilmember Todd Arvidson

City Staff Present:

Nancy Cain, City Administrator
Marisa Spencer, City Secretary
Karen Ford, Finance/HR
Ron Eberhardt, Police Chief
Jacob Parsons, Water Manager
Steven Steinmetz, Public Works Director
Linda Crosland, Librarian

1. Call to Order

With a quorum of the City Council members present, Mayor Thompson called the special meeting of the Garden Ridge City Council to order at 6:00 p.m. on Thursday, July 11, 2019, in the City Council Chambers of the Garden Ridge City Hall, 9400 Municipal Parkway, Garden Ridge, Texas 78266.

2. Roll Call – See above.

3. Pledge of Allegiance

Mayor Thompson led the Pledge of Allegiance and the Texas Pledge.

4. Citizen Comment Period – limited to 30 minutes total

No one signed up to speak.

5. Business Items

The following items are for discussion, consideration, and action.

- a) Proposed FY2020 Budget for the City of Garden Ridge.**
 - 1. General Fund**
 - 2. Water Fund**
 - 3. Interest & Sinking Fund**
 - 4. Capital Improvement Fund**

Mayor Thompson reviewed a presentation regarding the FY2020 budget proposals (see attached).

The City Council reviewed the proposed FY2020 budgets for the General Fund, Water Fund, Interest & Sinking Fund, and Capital Improvement Fund with Department Heads.

b) File the proposed FY2020 Budget with the City Secretary.

Motion: A motion was made by Councilmember Lantzy, seconded by Mayor Pro-Tem McCaw, to file the proposed FY2020 Budgets with the City Secretary. The City Council voted four (4) and none (0) opposed. The motion carried unanimously.

c) Review Budget and Tax Rate adoption process and schedule.

Mayor Thompson reviewed the Budget and Tax Rate adoption process and schedule.

- Wednesday, August 7th at 6:00 p.m. (City Council regular meeting) – FY2020 Budget Public Hearing/Budget Adoption and Propose 2019 Tax Rate
- Tuesday, August 20th at 6:00 p.m. (City Council special meeting) – 1st Public Hearing on the 2019 Tax Rate
- Monday, August 26th at 6:00 p.m. (City Council special meeting) – 2nd Public Hearing on the 2019 Tax Rate
- Wednesday, September 4th at 6:00 p.m. (City Council regular meeting) – 2019 Tax Rate Adoption

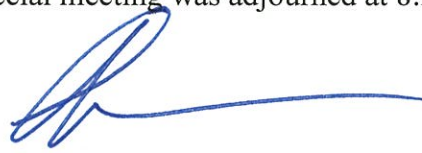
The City Council thanked Mayor Thompson and staff for their hard work put into the budget process.

6. Citizen Comment Period – limited to 20 minutes total

No one wished to speak.

7. Adjournment

Motion: A motion was made by Councilmember Bower, seconded by Councilmember Swint, to adjourn. The City Council voted four (4) for and none (0) opposed. The motion carried unanimously. There being no further business, the Thursday, July 11, 2019, City Council special meeting was adjourned at 8:25 p.m. by Mayor Thompson.



Larry Thompson
Mayor

ATTEST



Marisa Spencer
City Secretary



City of Garden Ridge

FY 2020 Budget Proposals

General Fund
Water Fund
Interest and Sinking Fund
Capital Improvement Fund

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Session Overview

- Budget Big Picture
- 2019 Budget
 - Successes and in-process
- 2020 Budget
 - New and continuing
- Specific Budget Reviews

First, the schedule...

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 July 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Council Regular Meeting at 6p m	3	4 July 4th Parade City Holiday	5 Arvidson out	6 Arvidson out
7 Arvidson out	8 Arvidson out Quarry at 6pm	9 Arvidson out P&Z at 6pm	10 Arvidson out	11 Arvidson out Council Special Budget Meeting at 6pm	12 Arvidson out	13 Arvidson out
14 Arvidson out	15 Arvidson out WMAC	16 Mayor out Arvidson out	17 Mayor out Arvidson out	18 Mayor out Arvidson out P&Z at 6pm	19 Mayor out Arvidson out	20 Mayor out
21 Mayor out	22 Mayor out	• 2nd Budget Worksession (if needed) • Budget filed with City Secretary if not filed July 11		25 Swint out Council Special Budget Meeting at 1pm (if needed) Municipal Court at 6pm	26 Swint out Hogwild Conference	27
28	29	30 Water at 6pm	31			

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 August 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	
4	5	6	7 Council Regular Meeting at 6p m	• Budget Public Hearing (if Budget filed on July 11) • Budget Adoption (if Budget Public Hearing held at this mtg) • Propose 2019 Tax Rate		10
11	12	13 P&Z at 6pm	14	15 Swint out P&Z at 6pm	16 Swint out	17
18	19 WMAC at 6pm	20 Council Special Tax Rate Meeting at 6pm	21	• Budget Public Hearing (if Budget filed on July 25) • Budget Adoption (if Budget Public Hearing held at this mtg) • 1st Tax Rate Public Hearing		24
25	26 Council Special Tax Rate Meeting at 6pm	27 Water at 6pm	28	29 Municipal Court at 6pm	30	31

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September 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day City Holiday	3	4 Council Regular Meeting at 6pm	5	6	7
8	9 Quarry at 6pm	10 P&Z at 6pm	11	12 Bower out	13 Bower out	14 Bower out
15 Bower out	16 Bower out WMAC at 6pm	17 Bower out	18 Bower out	19 P&Z at 6pm	20	21
22	23	24 Water at 6pm	25	26 Municipal Court at 6pm	27	28
29	30					

** Adopt 2019 Tax Rate*

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City Budget Big Picture¹

- Substantial & significant progress with 2019 budget
 - 2019 Amendment deliberately payed some expenses forward
- 2020 budget builds on those successes
- Personnel expenses increasing again this year
 - Pay
 - 3% increase to cover Cost of Living (*tbd*) and Performance Program Bonus
 - Benefits
 - Increased: Med (9%), Life (8%), Vision (7%), W. Comp (5%), SUI (1%)
 - Decreased: Retirement (.33%)

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City Budget Big Picture ₂

- Reserves
 - 9.1 months for General Fund (9.1 in 2019, 10.6 in 2018)
 - 11.8 months for Water Fund (12.8 in 2019, 12.3 in 2018)
- Debt
 - Total Debt \$12.7M is healthy and relatively low at 1.79% of Appraised Value
 - Bond Market Raters accept $\leq 5\%$
 - Municipalities constitutionally limited to $\leq 10\%$
- Conservative philosophy is the bedrock of our budget

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General Fund Big Picture

- General Fund balanced to near zero (\$328 surplus)
- Assumptions
 - City growth with estimated 3% tax revenue growth
 - Revenue & expenditures remained flat (vs. amended budget)
- All departmental budgets increased except Admin & PW
 - PD: 6.2%, Library: 5.5%, C & E Center: .4%, Court: .3%,
 - PW: -10.9%, Admin: -1.4%,
- All departmental requests fully funded +

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Water Fund Big Picture

- Water Fund balanced to near zero (+ \$394 surplus)
- Assumptions
 - Overall revenue increase of 6.7%
 - Water sales increase of 5%
 - Additional revenue of \$38.4K (from base rate increase)
- Water budget increased 9.1%
 - Largest increase in Personnel Services: 17.1%
 - Debt service up 27.6%, due to no I&S surplus to reduce 2020 payment
- Water Department requests fully funded +

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2019 Budget Successes ¹

- Personnel
 - City-wide policy approved and implemented
 - "Bench strength" improved
 - Staff succession plan with Deputies for PW & Water in place and working
 - Assistant City Secretary position in place
 - Staff / Commissions received more training & professional development
- Citizen Communications & Gov. Transparency significantly enhanced
 - Video & audio system in City Hall (Council & Conference rooms, Foyer)
 - Live streaming, online video accessibility, hearing impaired assistance
- Water Company on sustainable path
 - Fully-loaded business, new leadership, an engaged Water Commission
 - Rate study complete and new rates effective Aug 2019

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2019 Budget Successes₂

- Library staffing, equip, activities boosted
- Community & Event Center facility and processes enhanced
 - Blue Bonnet Room fully renovated
 - Counters replaced, LED lighting installed, sound system improved
- Parks activities budget in place
 - Park lands expanded and facilities significantly enhanced
- Studies and Analyses accomplished
 - Water Rate Study complete (Water Markets)
 - CIP Long Range Plan complete (Trihydro)
 - Waste Water Feasibility Study complete (Pegasus)
 - Transportation Master Plan complete and ready for next steps (Trihydro)

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2019 Budget - Still Working

- Personnel
 - Admin Cross-training to attain "bench-strength" in all reception functions
 - Working/learning evaluations and incentive system
- Studies and Analyses
 - Transportation Master Plan – ready for Impact Fee Committee and Public Hearing
 - Zoning (F&N) and Water Ordinances
- Old City Hall complex
 - Roof replacement
- CIP Closeout
 - Drainage projects
 - Community and Event Center cupolas
 - Parks equipment and landscaping
- Field Force (Workflow) Management

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New/Continuing for 2020 ₁

- Personnel
 - Augment front office with PT, non-benefits employee
 - Increase training
 - Leadership and Professional
- Security
 - Cameras in PD Park
 - Camera systems integration
- Field Force (Workflow) Management
 - Joint Admin, Public Works, Water Team

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New/Continuing for 2020 ₂

- Municipal Separate Storm Sewer System (MS4)
- FM 2252 Sewer System
 - Budgeting and funding plan
 - Incorporate into Water Utility
- Ordinances
- Plats / permits / variance recordkeeping
- E-Government transition
- Emergency Management

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Individual Budget Reviews

- General Fund
- Water Fund
- Interest and Sinking Fund
- Capital Improvement Fund

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Next steps...

- Council review and change as necessary
 - Staff makes requisite modifications
 - Council presents Budgets to City Secretary
 - Council presents Budgets to City in Public Hearing
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- Council approves Budgets...

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 • Budget filed with City Secretary if not filed July 11

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• 2nd Tax Rate Public Hearing

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FY 2020 Budget Proposals

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- Water Fund
- Interest and Sinking Fund
- Capital Improvement Fund

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