

MEETING MINUTES
City Council, City Of Quitman
Thursday, June 20, 2013 – 7:00 PM
City Council Chambers, City Hall – 401 E. Goode Street, Quitman, TX

COUNCIL PRESENT: J.R. Evans, Mayor; Toni Cole, Mayor Pro-Tem; Larry Crow, Alderman; Arnie Spiers, Alderman; and Randy Dunn, Alderman;

COUNCIL ABSENT: David Dobbs, Alderman

STAFF PRESENT: Delene Allen, Civic Services Director; Kelly Cole, Police Chief; Mike Hall, City Secretary / Administrator; Meri Joy Brightwell, Assistant City Secretary; Dee Gilbreath, Utilities Director; Walter Lutonsky Streets & Maint. Director; Jim McLeroy, City Attorney; and Scott Wheeler, Fire Chief.

Evans called the meeting to order at 7:00 PM.
At Evans request, Crow lead an invocation. Evans led the pledge.

Item 1 – Citizen Comments (COMMENT ONLY)

No Citizen Comments were made.

Item 2 – Insurance Services Office Fire Insurance Classification Report

Wheeler gave a summary of the report noting the scale is based on a fully resourced paid fire department. The City service area initially scored a 67.98 which was increased to a 69.59 after further review initiated by the City / Volunteer Fire Department. The break point between a '3' and '4' rating was '70' and Wheeler stated that provided a 2-3 year history of hose testing the additional points provided would push the rating to a '3.' He also explained the outside protection area (OPA) was upgraded based on this review alone, but that it would be specifically reviewed later in the summer.

Without objection, Item 3, 4, and 5 on the agenda were considered as one item.

Item 3 – May 16, 2013 Regular City Council Meeting Minutes

Item 4 – May 17, 2013 Special City Council Meeting Minutes

Item 5 – June 14, 2013 Special City Council Meeting Minutes

Cole mentioned a correction to item #2 of the May 16, 2013 Minutes noting the reference to Crow should be Cole.

Crow made a motion to approve the minutes with corrections as discussed, Spiers seconded the motion. The motion passed unanimously.

Item 6 – May Financial Report

Crow made a motion to approve the report, Spiers seconded the motion. The motion passed unanimously.

Item 7 – May Budget Report

Crow made a motion to approve the report, Spiers seconded the motion. The motion passed unanimously.

Item 8 – May Departmental Reports

Evans asked if any of the department heads wished to add anything to their reports. There were no additions.

Cole made motion to approve the reports, Crow seconded the motion. The motion passed unanimously.

Item 9 – Animal Regulations

Evans introduced and read the caption of the ordinance noting that passage of ordinance would amend the animal regulations contained in the Code of Ordinances to add definitions and several additional requirements related to control and care of animals. Chief Cole stated that the new version of the animal regulations would make it easier for enforcement and less question with interpretation. Alderman Cole requested that "Air Conditioned" in section B-1 be changed to "Climate Controlled".

Crow made a motion to approve the ordinance with the amendment as discussed, Dunn seconded the motion. The motion passed unanimously.

Item 10 – City Council Meeting Schedule

Evans read the ordinance caption. Hall explained the change of the August 2013 meeting to the 22nd caused the need to adjust the September 2013 council meeting to provide the 30 days of required public review for the proposed budget prior to final passage by the Council.

Crow made a motion to pass the ordinance, Spiers seconded the motion. The motion passed unanimously.

Item 11 – Library Roof Rehabilitation Agreement

Evans introduced the resolution explaining that approval would authorize execution of an agreement with the roofing contractor for the finally confirmed amount of insurance settlement provided the addition of engineering, bonding, and one missing item of material providing water resistance / absorption.

Crow made a motion to approve the resolution, Spiers seconded the motion. The motion passed unanimously.

Item 12 – Fiscal Year Ending 2012 Audit Report

Lynn Acker from Acker and Company provided an extensive report on the Audit noting that no unauthorized transactions or material concerns existed and that the audit was being provided as unqualified without any negative or derogatory notes about the financial practices of the City. He expressed his appreciation for the cooperation of the management and staff, noting that all materials were provided as requested in a timely manner and that no dispute over the financial statements or the audit had occurred. Acker characterized the financial state of the City as strong and improving in both the General and Utility funds. He noted the only difficulties in completing the audit were in converting the City’s budget basis to a GAAP basis, which he noted occurred each year requiring multiple journal entries by both the City and the Auditors and the timing delays due to extreme circumstances at both the City and the audit firm. He assured the Council of the intent to complete audit in a timely manner in the coming year.

Crow made a motion to approve the resolution, Dunn seconded the motion. The motion passed unanimously.

Item 13 – Property Tax Abatement Guidelines and Criteria

Evans introduced the resolution explaining that passage would reapprove the guidelines for an additional twenty-four months as they had expired in the prior year.

Crow made a motion to approve the resolution, Spiers seconded the motion. The motion passed unanimously.

Item 14 – Fiscal Year Ending 2014 Preliminary Budget

There was general discussion about the overall budget. Hall discussed the budget notes provided to the Council members. Hall noted the items affecting both the General and Utility Funds, specifically: a 3% merit-based increase by department and a 15% projected increase in benefits cost, noting that this level may require some plan changes depending on how healthcare law provisions are finally applied and plan renewals come back. He discussed the current deficits in each fund (-\$76,327 GF / -\$109,153 UF). There was general consensus that the General Fund would need to be balanced through reductions in expenditures rather than an increase in property taxes. There was general consensus that the Utility Fund could be balanced as a part of the upcoming rate adjustments.

Without objection at 7:50 PM, Evans recessed the meeting into Executive Session pursuant to Local Government Code Section 551.072 – Acquisition or Sale of Real Estate.

A separate Certified Agenda of this Executive Session is on file with the City Secretary.

The Regular Meeting was reconvened at 8:25 PM.

Item 15 – Acquisition or Sale of Real Estate

No action was taken on this item.

Adjournment

Dunn made a motion to adjourn, Crow seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8:26 PM.

I HEREBY CERTIFY THAT THESE MINUTES ARE A TRUE AND CORRECT RECORD OF THE ITEMS CONSIDERED AND ACTION TAKEN AT THIS MEETING AND THAT THESE MINUTES HAVE BEEN APPROVED AS TRUE AND CORRECT AND THAT AN EXECUTED COPY IS ON FILE WITH THIS OFFICE.



**MICHAEL E. HALL
CITY SECRETARY**