The City of Liberty
City Council
Special Called Meeting
~ Minutes ~

1829 Sam Houston
Liberty, TX 77575
www.cityofliberty.org

Dianne Tidwell
City Secretary
(936) 336-3684

Wednesday, August 31, 2011 | **6:00 PM** | **City Council Chambers**

I. CALL TO ORDER

The Meeting was called to order on August 31, 2011 at the City Council Chambers, 1829 Sam Houston, Liberty,TX at 6:01 PM by Mayor Carl Pickett.

Attendee Name	Title	Status	Arrived
Carl Pickett	Mayor	Present	
Mike McCarty	Mayor Pro-Tem	Present	
Dennis Beasley	Councilperson	Present	
Diane Huddleston	Councilperson	Present	
Frank Jordan	Councilperson	Present	
Louie Potetz	Councilperson	Present	
Libby Simonson	Councilperson	Absent	
Gary Broz	City Manager	Present	
Dianne Tidwell	City Secretary	Present	
Brandon Davis	City Counsel	Present	

II. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT

Mayor Pickett welcomed guests and visitors, opening the floor for public comment to those individuals wishing to address the Council. There were no comments from the audience.

Mayor Pickett reported on the following items:
1) the next regular Council Meeting which will include adoption of the new fiscal year budget and the tax rate will be held Tuesday, September 13, and
2) "Hoses for Heroes", a fundraiser (dinner and dance) for the Volunteer Fire Department will be held on September 10, in the Liberty Center.

City Manager Gary Broz reported on a handout of frequently asked questions regarding Lake Livingston and its operations for Council's review, and called upon Sgt. Ewing of the Liberty Police Department to introduce the department's newest officer, David Davis.

III. PRESENTATIONS / REPORTS

A. Information Item (ID # 2152)

Various Project Updates

COMMENTS - Current Meeting:

City Manager Gary Broz reported that there has not been a significant change in the status of the various City projects from last week's Council Meeting, however, he reported on numerous water related issues. Mr. Broz stated there have been numerous water line breaks, but that the

Water Department is working diligently and doing a good job of making repairs and controlling the leaks.

Mr. Broz explained that the water tank levels are holding steady and that tomorrow the City takes over management and operations of the Wastewater Treatment Plant from the current contractor. He stated that the improvements are complete, new equipment is up and running, and the facility looks good. Mr. Broz also reported that Phase II of the Water Development Board Project is in progress and sewer lines are being replaced from Sandune Road to the Bypass, Avenue G to Hwy. 563, and Hwy. 563 to FM 3361 and the Treatment Plant. This project also includes rehabilitation of the Wallisville and Washington Street lift stations.

Mr. Broz concluded by saying that last minute touch-ups are being made to the Monta Street Water Tower, the Monta Street Valve Replacement Project is underway, with those facilities being back in operation by September 15.

Discussion was held regarding the placement of current projects on the City's website for the public's review.

B. Information Item (ID # 2153)

Financial Report

COMMENTS - Current Meeting:

Finance Director Naomi Herrington reviewed the financial report for July, 2011 stating that sales tax figures look good, with revenues having increased over the previous year. Sales tax revenues were budgeted at $1.7 million, and as of July, 2011 the City is approximately 10% above that amount. Ms. Herrington further reported on the year-to-date revenues and expenditures of the various funds:

Current Budget - Revenues and Expenditures:

General Fund: 77% 78%

$168,130 in expenses over revenues.

Water Fund: 86% 71%

$396,000 revenues over expenditures.

Electric Fund: 60% 56%

$756,000 revenue over expenditures.

Garbage Fund: 121% 104%

$77,000 revenues over expenditures.

Additional discussion included sales tax revenue projections, an end of year transfer from the Electric Department to assist the General Fund, interest payment on bonds due from the Water Fund, Boomerang Tube electric revenue, and other fiscal issues.

IV. REGULAR AGENDA

A. Regular Session

1. Information Item (ID # 2151)

Discussion and Report from the Brazos Transit District Regarding Operation and Transportation Issues.

COMMENTS - Current Meeting:

Ms. Wendy Weedon and Ms. Margie Lucas, Brazos Transit District representatives were present to report on various aspects of the District's operations. A power point program was presented reviewing the history, facilities, funding, ridership, different services, projects, and financial issues related to this public transportation.

2. Public Hearing (ID # 2154)

Proposed Tax Rate for Fiscal Year 2011-2012.

COMMENTS - Current Meeting:

At 6:40 p.m., Mayor Pickett opened the second Public Hearing held on the proposed tax rate for Fiscal Year 2011-2012. Discussion was held regarding the proposed rate of $.5900 per $100 valuation, property values,the effective tax rate of $.5819, other entities tax rates, maintenance and operations and sinking funds, and various fiscal matters related thereto.

At 6:52 p.m., Mayor Pickett closed the Public Hearing.

V. WORK SESSION

1. Work Session (ID # 2155)

Discussion of Proposed Budget for Fiscal Year 2011-2012.

COMMENTS - Current Meeting:

Mr. Broz recapped the new fiscal year budget by stating that the proposed General Fund is a balanced budget in the amount of $6,301,467. Mr. Broz further reported that the following funds proposed are also balanced budgets:

Solid Waste -	$461,400
Electric -	$20,748,500
Water/Wastewater -	$2,971,000

Mr. Broz explained that the only capital items contained in the proposed budget are for Electric Department equipment, and the budget does not include any salary increases.

2. Work Session (ID # 2156)

Discussion of Various Water Related Issues.

COMMENTS - Current Meeting:

Mr. Broz reported on the 2010 Certificates of Obligation, issued for $1.2 million, and related water projects. Mr. Broz reported that from the $1.2 million, the following funds have been expended:

Monta Tower/Tank	$513,000
Eng.-Tower/Tank (SPI)	$ 62,000
Monta Valve Replacement	$119,650
Eng. - Valve Replacement (SPI)	$ 15,700
Total Funds Expended:	$710,350
Balance:	$489,650

Mr. Broz reported that he had discussed with the engineers (Schaumburg & Polk, Inc.), and staff, uses for the remaining funds and proposed the following water line replacement projects:

Ridgewood Subdivision	$170,000
Minglewood Subdivision	$ 67,000
Layls Subdivision	$ 75,000

Mr. Broz explained that he would also like to use $55,000 of the $1.2 million funds as an addition to the $160,000 received from the Round 1 Disaster Funds for the upgrade of the SCADA (Supervisory Control and Data Acquisition) System on the North and South Water Wells. This will also provide funding to add a SCADA System to the wells on Palmer Street and San Jacinto Street. Mr. Broz further explained that the SCADA is a computer system that monitors the wells, tank levels, and other related information, that can also be remotely accessed. Mr. Broz explained that this system is a valuable tool with which to manage the water system. The final balance of the $1.2 million, in the amount of $122,650, will be used toward a future project.

3. Work Session (ID # 2157)

Discussion of Code Book Codification.

COMMENTS - Current Meeting:

Mr. Broz explained that several sections and various issues related to the Code Book Codification have not been recently reviewed by Council. Mr. Broz distributed copies of the following:

1) Subdivision Ordinance,

2) Manufactured Homes and Manufactured Home Parks,

3) Oil and Gas Drilling regulations,

4) Mobile Food Vendors,

5) Appeals process for building and electrical inspections.

Brief discussion was held regarding manufactured home parks and their current conditions, health standards and reporting requirements for tattoo studios, and other related items. Mr. Broz requested that Council review the distributed information for discussion at the Council Meeting to be held on September 27.

4. Work Session (ID # 2158)

Discussion of City Purchasing Policy.

COMMENTS - Current Meeting:

City Manager Gary Broz reported that the City's current purchasing policy needs updating to provide more stringent controls and accountability for all expenditures. Mr. Broz reported that a new policy will be presented to Council for approval at the September 13 Council Meeting.

VI. ADJOURNMENT

Motion To: Adjourn

COMMENTS - Current Meeting:

There being no further business before the Council, the meeting was adjourned at 7:36 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dennis Beasley, Councilperson
SECONDER:	Frank Jordan, Councilperson
AYES:	Pickett, McCarty, Beasley, Huddleston, Jordan, Potetz
ABSENT:	Libby Simonson

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Carl Pickett, Mayor

ATTEST:

Dianne Tidwell, City Secretary