

**CITY OF SANTA FE
SPECIAL COUNCIL MEETING
JULY 19, 2011 6:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6
SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 6:05 p.m. by Mayor Ralph Stenzel.

Roll Call:	Present:	Mayor Ralph Stenzel Mayor Pro-tem Jim Abney Councilmember Jeff Tambrella Councilmember Joe Carothers Councilmember Pat McCrary Councilmember Bubba Jannett City Manager Joe Dickson City Secretary Janet L. Davis
	Absent:	City Attorney Ellis J. Ortego, excused

Also present were Fire Marshal Charlie Tuttoilmondo, Municipal Court Administrator Cheryl Hopf, Civil Service Director Pam Wood, and Police Chief Kenneth Campbell.

The invocation was given by Councilmember Joe Carothers.

Workshop: Discussion of proposed 2011/12 general fund operating budget

City Manager Joe Dickson reviewed the proposed anticipated revenue. He said the preliminary property tax values have increased so staff is projecting a \$20,000 increase in property tax revenue. Interest on investments are still very low and sales tax revenue has declined. The proposed budget reflects a \$350,000 deficit as presented. Mr. Dickson said a review of the salary scale was due last year, but due to the circumstances last year and the strong possibility that wages may be frozen, staff did not review or change the scale last year. This year staff has reviewed comparable wages of other entities our size and an adjustment to the scale is being proposed. Specifically, the first two pay grades on the scale would be dropped and jobs would be reclassified. Mr. Dickson reviewed in further detail the proposed pay increases, revised scale, current scale, and wage freeze options.

Fire Marshal Charlie Tuttoilmondo said his budget reflects maintaining the same level of service and associated expenditures, including radio maintenance, online code access, fuel, vehicle maintenance, and mandatory training.

Municipal Court Administrator Cheryl Hopf reviewed the department's proposed expenditures, including the second payment on the new court software from Incode and sharing the expense of a new camera security system with the police department. Staff is proposing to utilize the court building security fund to cover half the expense of the camera security system and part of the bailiff's wage while he is providing security during court sessions.

Civil Service Director Pam Wood said we have no training expenses budgeted because it has been difficult to find local classes related to civil service. Proposed advertising expenses have been reduced because the eligibility list will be good through this next year, and promotional testing is current with a list that should also carry us through this next year.

Police Chief Kenneth Campbell reviewed the proposed police department budget, highlighting the shared expense of a new camera security system with municipal court for the lobby area and jail and a new lease purchase of new police vehicles. He said Ford is no longer making the police interceptors so staff is looking at a Chevrolet and Dodge police package vehicles. Chief Campbell said he proposed the addition of a police officer, but the City Manager cut that proposal before it was submitted to Council. He said the overtime has been reduced by offsetting it with comp time earned in lieu of overtime paid. Some things, however, are beyond our control, like late calls or leave taken, so Council would like to compare those costs against the cost of a new officer to cover some of the leave time. Chief Campbell said video cameras in the cars are good, but lapel cameras and mics are much better because those devices record activities beyond the car. Lapel cameras are not included in the proposed budget but Council is interested in obtaining the costs for inclusion in the budget. He said we have access to a free service for background checks so that is a \$1,680 savings.

City Manager Joe Dickson reviewed the proposed public safety budget, pointing out a significant increase in the operating cost of the new animal shelter. He said the county bond funds helped build the shelter, but we were not prepared for such a large increase in the operational costs.

The next workshop is scheduled for August 16, 2011, at 6 p.m. and then tentatively August 23, if needed.

Motion by Councilmember Jannett, seconded by Councilmember Tambrella to adjourn. The motion passed and the meeting adjourned at 7:15 p.m.

RALPH STENZEL, MAYOR

ATTEST:

Janet L. Davis, City Secretary