

**CITY OF SANTA FE
SPECIAL COUNCIL MEETING
JULY 30, 2013 6:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6
SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 6:00 p.m. by Mayor Ralph Stenzel.

Roll Call:	Present:	Mayor Ralph Stenzel Mayor Pro-tem Wanda Wagner Councilmember Jeff Tambrella Councilmember Pat McCrary Councilmember Joe Carothers City Manager Joe Dickson Director of Administrative Services Pamela Wood
	Absent:	Councilmember Bubba Jannett, excused City Attorney Ellis J. Ortego, excused City Secretary Janet L. Davis, excused

Also in attendance: Fire Marshal Charlie Tuttoilmondo, Municipal Court Administrator Cheryl Hopf, and Public Safety Director Kenneth Campbell

The invocation was given by City Manager Joe Dickson.

Workshop: Discussion of 2013/2014 general fund operating budget

Fire Marshal Charlie Tuttoilmondo said he is requesting for an additional \$300 for equipment maintenance, continued funds for training, and an increase in office supplies to cover the cost of business cards and burn permit forms. Municipal Court Administrator Cheryl Hopf said the software is fully paid so the payment for that is not included in the proposed budget. She reminded Council about the court technology funds and building security funds that are available for limited use for court equipment, services, technology, and such. She also said that one of the full-time clerks left, so we have reduced the payroll and hired someone part-time to fill that vacancy. Another reduction was the judge and prosecutor extra court date per quarter that was removed because we have not needed the extra date in past years. Director of Administrative Services Pam Wood said the civil service budget is basically the same as previous years, and we are hopeful that the \$5,000 funds budgeted for legal services will be sufficient for the year proposed. Our legal expenses for the current year are expected to exceed \$22,000 due to disciplinary action appeals that are still pending. Council discussed the restrictions that civil service places upon the city. Police Chief Kenneth Campbell said he has requested funds to replace a laptop computer in one of the patrol cars. He said he plans to utilize the seized and forfeiture funds to replace a second laptop computer. He also proposed additional funds to go toward the purchase of a used vehicle for the detective, but after discussing with the City Manager, it was decided that our current vehicle could make it another year. Funds are still budgeted for confidential informant information and we supplement those funds with the

seized and forfeited funds. We reduced the funds budgeted in professional services for shredding and purging records, but we may be able to utilize the county's incinerator so we will not have to move unnecessary documents to our new building. Chief Campbell said we are still working toward implementing a bar code system for electronic tracking of our evidence, but clearly this was not the year to add funds for that expense. City Manager Joe Dickson said the cost for animal control and animal shelter is just a penultimate figure at this point but should be relatively close to the amount included in the proposed budget. Council discussed the cost for animal services provided by the county compared to the cost if provided solely by the city. He also said the cost of living index is about 1.5 percent, so we have payroll numbers for a wage freeze, a 1.5 percent increase, and a 2 percent increase; however, unless we freeze wages, the collective bargaining unit would still receive a 3 percent increase per their contract. We are expecting the effective tax rate calculations around mid August.

Motion by Councilmember Carothers, seconded by Councilmember McCrary to adjourn. The motion passed and the meeting adjourned at 7:05 p.m.

RALPH STENZEL, MAYOR

ATTEST:

Janet L. Davis, City Secretary