

**CITY OF SANTA FE
SPECIAL COUNCIL MEETING
JULY 16, 2009 6:00 P.M.
COUNCIL CHAMBERS
12002 HWY. 6
SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 6:01 p.m. by Mayor Ralph Stenzel.

Roll Call:	Present:	Mayor Ralph Stenzel Mayor Pro-tem Jeff Tambrella Councilmember Bubba Jannett Councilmember Rebecca A. Darden Councilmember Joe Carothers Councilmember Jim Abney City Manager Joe Dickson
	Absent:	City Attorney Ellis J. Ortego, excused City Secretary, Janet L. Davis, excused
	Also Present:	Director of Administrative Services, Pamela Wood

City Manager Joe Dickson introduced Mr. Phil Rutter with the PBK firm located in League City. PBK has been in business twenty five years, and this firm consists of all architectural and engineering services along with other services in-house that are needed for a bond proposal. PBK will start a facilities assessment on the Mae S. Bruce Library expansion next week. Then, starting from ground up, PBK will work on the new municipal building and street department building. Typically, fees charged by PBK are 6% of the total cost of construction.

Workshop: Discussion of proposed 2009/10 general fund operating budget

Brenda Cheatham, Library Director, told Council the main changes in the library's budget is replacement of the air conditioning units that are currently twenty-three years old and replacement of some of the light fixtures. The regular payroll line item increased to budget additional hours each week during the summer for the children's library program. Professional/contract services increased because of the automated services software that was purchased.

Mr. Dickson reported on the administration budget. He told council due to a re-rate there will only be a 3% increase in the employee group insurance. There is a replacement computer budgeted for the accounting clerk, and additional funds are budgeted to upgrade to the fiber optic network between the police department and city hall to increase the speed and security. There is also an increase in accounting services for the single audit expense that is required because of the city's federal grants. Budgeted professional/contract services include eight hours of information technology services each month to provide support and maintenance of the computers and network.

Mr. Dickson reported that a separate budget has been created for civil service in order to track related expenses. The legal expense line item shows a decrease since most of the expense was due to the creation of civil service. Pamela Wood, Civil Service Director, told council most of the expense in civil service is the exam material and advertisement expenses. There have been two exams for entry level police officers already given. In August, there will be another entry level police officer exam and a promotional exam.

Diana Steelquist, Director of Community Services, reported that permit sales are down. Line item furniture and office equipment shows a decrease because the software was paid off. Line item professional/contract services was reduced due to Dickinson Bayou de-snagging project receiving grant funding. This item also includes engineering and consulting services, specifically including a contract with the Galveston County Health District for storm water enforcement and inspection. In the park department, funds have been budgeted for the purchase of a new mower. There is a decrease in the proposed budget for the community center since the air conditioners have been replaced.

Chris Beanland, Street Superintendent, reported that the proposed budget includes the cost for a payment on a new building. Capital expenditures has increased overall for the purchase of a slope mower and continued payments on the mowers, excavator, and dump truck. The street improvement line item is for five streets totaling 2.08 miles, and equipment maintenance has been reduced rapped since there will be newer equipment.

Motion by Councilmember Darden, seconded by Councilmember Jannett to adjourn. The motion passed and the meeting adjourned at 8:02 p.m.

RALPH STENZEL, MAYOR

ATTEST:

Pamela Wood, Dir. of Admin. Svcs.