



CITY OF FREDERICKSBURG

MINUTES OF CITY COUNCIL WORKSHOP

JULY 28, 2020

The City of Fredericksburg City Council met in a Workshop session on Tuesday, July 28, 2020, at 4:00 p.m. This meeting was held remotely via Zoom Teleconferencing, and in-person attendance was not available. Members of the public attended the meeting remotely by web or telephone via Zoom Teleconferencing. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code.

Members Present on the Teleconferencing:

Mayor Gary Neffendorf
Councilmember Charlie Kiehne
Councilmember Tom Musselman
Councilmember Polly Rickert
Councilmember Bobby Watson

Members Absent:

None

City Staff Present:

Kent Myers, City Manager
Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities
Daniel Jones, City Attorney
Lynn Bizzell, Fire Chief
Steve Wetz, Police Chief
Brian Jordan, Development Services Director
Russell Immel, Information Technology Director
Andrea Schmidt, Parks Department Director
Lea Feuge, Public Information Officer
Kelli Olfers, Gillespie County Health Department Director
Tammie Loth, Human Resource Director
Laura Hollenbeck, Finance Director
Kris Kneese, Assistant Director of Public Works and Utilities
Garrett Bonn, Assistant Engineer
Braxton Roemer, Police Lt.
Brian Vorauer, Patrol Lt.
David Kellam, Assistant Finance Director
Krista Wareham, City Accountant
Jennifer Krupa, Special Events Coordinator
Kerry Schmidt, Sanitation Supervisor
Trevor Dupuis, Parks Supervisor
Lee Stubblefield, Electric Superintendent
Glenn Koennecke, Street Department Superintendent
Kathlyn Brazell, Recreation Supervisor
Shelley Goodwin, City Secretary

1. CALL TO ORDER

Mayor Neffendorf called the special workshop meeting of the Fredericksburg City Council to order at 4:00 p.m. on Tuesday, July 28, 2020, via Zoom Teleconference. Mayor Neffendorf announced a quorum of the City Council present.

2. PUBLIC COMMENTS

Mayor Neffendorf reviewed the different ways the public could provide comments. He stated the City received one written citizen comment, and the staff will get back with the citizen who provided the comment.

3. PRESENTATION, DISCUSSION, REVIEW AND POSSIBLE DIRECTION

A. Funding for Local Organizations

Kent Myers, City Manager, reviewed the history of the funding of Local Organizations.

i. Convention and Visitor Bureau

Ernie Loeffler, Convention, and Visitor Bureau President/CEO reviewed the Tourism Budget. He discussed the projected figures for Tourism Revenue.

ii. Chamber of Commerce

Penny McBride, Chamber of Commerce President/CEO, reviewed her proposed Budget and the canceled events. She stated during the pandemic the focus has been on servicing. The needs of their members, and the community.

iii. Economic Development Commission

Tim Lehmborg, Gillespie County EDC Director, reviewed his proposed Budget. He noted the County and the City contribute a total of \$140,00, which is the same amount for the last six years. He also reviewed the status of the current real estate, rentals, and new businesses,

B. Proposed FY2021 Budgets

i. Electric Fund

Kent Myers, City Manager, reported the Electric Fund's revenue and noted that the cost for power is down. He noted there is a request for a new employee (Meter Technician) that would be shared between Electric and Water Departments.

Kris Kneese, Assistant Director of Public Works and Utilities, reviewed the CIP Electric request. He provided the Electric Meter Replacement Project history and the proposed forklift that will be shared with the Water Department. He reviewed the history of the previous position in the Finance Department that assisted with meter readings, and minor fixes were changed to a position after that person retired. He also discussed the duties of the Meter Technician.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, stated that the Electric Department is currently repairing obsolete meters.

Lee Stubblefield, Electric Superintendent, noted it would take 2 to 3 months to replace the electric meters.

ii. Water Fund

Kent Myers, City Manager, reported with the dry weather the City is currently selling a lot of water.

He also noted that they are not proposing any rate increases in this Budget. He also reviewed the uses of impact fees.

Kris Kneese, Assistant Director of Public Works and Utilities, reviewed the Water Department CIP requests.

iii. Golf Fund

Chris Meade, Touchstone, reviewed the Incentive Management Fee, which was \$67,000 in FY2020. He also reviewed the CIP request for the Golf Course.

iv. Solid Waste Fund

Garrett Bonn, Assistant Engineer, reviewed the proposed budget for the Solid Waste Fund. He also reviewed the CIP request and different programs.

v. EMS Fund

Lynn Bizzell, Fire Chief, reviewed the proposed budget for the EMS Fund.

Lori Seewald, Accounts Administrator, reviewed the process for billing and collections.

vi. Tourism Fund

Kent Myers, City Manager, reviewed the proposed budget for the Tourism Fund.

vii. Drainage Fund

Kent Myers, City Manager, reviewed the proposed budget for the Drainage Fund.

Garrett Bonn, Assistant Engineer, reviewed the need for an additional employee and the CIP request.

Clinton Bailey, Assistant City Manager/Director of Public Works and Utilities, stated there are only 3 employees, and not having 4 employees creates safety issues and other issues when someone is out.

viii. Food and Wine Fest Fund

Debbie Reeh, Food and Wine Fest Chair, reviewed the Food and Wine Fest Expenditures and Revenue Funds. She noted that even though the event has been canceled, they are busy with refunds.

ix. Other City Funds

Kent Myers, City Manager, reviewed the following Revenue and Expenditure Funds:

- Emergency Management
- Debt Services
- Capital Project Water & Wastewater
- Police Forfeiture
- Animal Shelter Special Account (donations)
- Parks & Recreation Special Account (donations)
- Health Insurance

The City Council provided directions to add the following changes in the proposed Budget:

- Main Street Decorative Lighting \$330,000
- Sandcastle Rehab Project \$35,000
- Meter Replacement Project (Finance) \$204,000

- Forklift (pay ½ Electric Fund and ½ Water Fund) \$90,000
- Boot Ranch Lift Station \$1,800,000
- Green Meadows Lift Station Rehab \$15,000
- Water line connection at Fort Martin Scott \$35,000
- South Heights PS Remodel \$56,000
- West Live Oak Water & Sewer (pay out of Impact Fees) \$1,155,000
- Valve Insertion Machine \$79,000
- Chipper Truck \$108,000
- Chipper \$65,000
- Leaf Loader (pay ½ Solid Waste and ½ Drainage) \$260,000
- Drainage new employee \$35,360 (plus benefits)
- North Llano Water Line \$1,170,000
- East Main Street Water Line Rehab \$1,053,000

C. Employees' Salaries and Benefits

Kent Myers, City Manager, reviewed the upcoming retirements and the effect they will have on the Budget.

The City Council also discussed coming back in January and revisit the Budget.

D. Status of General Fund Budget

Kent Myers, City Manager, the upcoming Budget Workshops being held via Zoom:

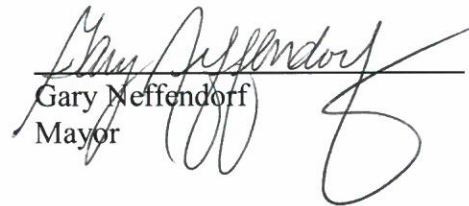
- Monday, August 3, 2020, at 8:30 a.m. to discuss with the County Commissioners the funding for shared City/County services.
- Wednesday, August 12, 2020, at 4 p.m. Budget Workshop
- Monday, August 24, 2020, budget public hearing on the proposed budget/No-New-Revenue Tax Rate. Time is to be announced.

E. Proposed FY2021 Tax Rate

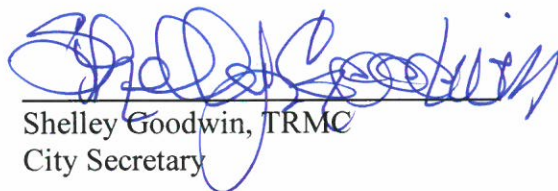
Laura Hollenbeck, Finance Director, stated she has not received the Tax Rate Worksheets for the Appraisal District. She noted she would provide several different Tax Rate Scenarios at August 12, 2020, Budget Workshop.

4. ADJOURN

Motion: A motion was made by Councilmember Watson seconded by Councilmember Kiehne, to adjourn the Tuesday, July 28, 2020, City Council Regular Meeting at 6:41 p.m. The City Council voted five (5) for and none (0) opposed. The motion carried unanimously.


 Gary Neffendorf
 Mayor

ATTEST


 Shelley Goodwin, TRMC
 City Secretary