**MINUTES**

**FRITCH CITY COUNCIL CALLED SESSION**

**WEDNESDAY AUGUST 9, 2017**

**SFISD BOARD ROOM 540 EAGLE DRIVE FRITCH, TEXAS**

**5:30 P.M.**

1. **Call to order.** Meeting was called to order by Mayor Kelly Henderson at 5:36 p.m. Councilmembers present: Richard Hein, Dwight Kirksey, Tom Ray and Arlin Audrain. Absent: Denise Campbell. City Employees present: Drew Brassfield, Cindy Cook and Ed Adamson.
2. **Budget workshop.** City Manager Drew Brassfield reviewed summary budget sheets with the council. Two items of revenue will probably not come in. They are the SBA lease buyout in the amount of $100,000 and the grazing lease of $3,000. The proposed 3% raise for employees may have to be withdrawn. The proposed expenses for General Fund do not include replacing the carpet in City Hall. The current budget also lists sale of recyclables from the Collection Station but no funds have been generated. City Manager Brassfield told the Council we will have to have two public hearings if we choose to stay at last year’s tax rate instead of going to this year’s effective rate.

 At the previous budget meeting, the need for a vehicle by the Police Department was discussed. Manager Brassfield suggested that since the Police Department was expected to come in under budget by about $33,000, that the Charger could be replaced in this budget year with a pickup costing about $26,000 this budget year. This would help with keeping costs down for the next fiscal year.

 Other items mentioned were the costs of electricity not going up as much as predicted since we are a small municipality and the expected cost of the control box for the park sprinkler system is around $200.00. Other suggested projects for the Park are handicap swings costing about $200 to $1,000 and replacing wooden benches with more weatherproof materials. The baseball fields need a new paint job.

 Manager Brassfield informed the Council that the deeper we go researching expenses, the more things are uncovered that need changing. He planned to keep $800,000 in the budget for water

 repairs.

 Mayor Henderson requested to have another budget meeting on Thursday, August 17 and to move the regular meeting to Tuesday, August 22, 2017 since he will be absent and more time is needed to finalize the budget.

 City Manager Brassfield said in comparing the new projected budget to the current budget, revenue is down all around. Items that are not a reliable source of income are being taken out such as donations.

 There were concerns over the amount listed for water revenue and it was decided that it would be recalculated. Water revenue is stable as far as the base rates but the usage fluctuates with the amount of rain received. Manager Brassfield reported that $109,000 of the budgeted $600,000 had been spent on water improvements this year. It was expressed that $490,000 should be put into a reserve account for the next budget year for water system improvements.

 Council requested that more detailed explanation be given on all expenses. A general dislike of petty cash was expressed by Council members. It was suggested that checks for expenses should be used as much as possible and petty cash used on a limited basis. The use of credit cards was also discussed. Many members expressed the opinion of limiting the number of employees who had credit cards. It was also stated that department heads should be more accurate in their coding of expenses so items could be tracked more efficiently.

1. **Adjourn.** Motion to adjourn made by Mayor Pro Tem Hein. Second made by Councilmember Kirksey. Vote 4/0.

 **READ, PASSED AND APPROVED on this \_\_\_\_\_ day of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2017.**

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 **Mayor W. Kelly Henderson Cindy Cook, City Secretary**