

**Interim City Manager**  
Shirley Holm

**City Secretary**  
D'Ann Lane

**City Attorney**  
Epi Ysassi

# City of George West



**Mayor**  
Andrew J. Garza

**Mayor Pro-Tem**  
Jearl Rannefeld

**Council**  
Tim Humphrey  
Patricia Clifton  
John Walker

406 Nueces Street • George West, Texas 78022  
Phone 361-449-1556 • Fax 361-449-3030

## SPECIAL SESSION CITY COUNCIL MEETING MINUTES 8/10/2022

- I. Call Meeting to Order-Mayor Garza called the meeting to order at 4:00 p.m.
- II. Roll Call-By City Secretary D'Ann Lane all council was present with Tim Humphrey present via Zoom.
- III. Invocation-Mayor Garza gave the invocation.
- IV. Pledge of Allegiance to the Flag of the United States-Pledge to the United States Flag was led by D'Ann Lane.
- V. Pledge of Allegiance to the Flag of Texas-Pledge to the Texas Flag was led by D'Ann Lane.
- VI. Public Comments

NONE

- VII. Announcements and Correspondence

## CONSENT AGENDA:

1. **Consideration and Action** to approve the following minutes:
  - a) **Regular Session City Council Meeting Minutes June 28, 2022.**
  - b) **Special Session City Council Meeting Minutes July 18, 2022.**
  - c) **Regular Session City Council Meeting Minutes July 28, 2022.**
2. **Consideration and Action** to approve Accounts Payable for July 2022.

**Mayor Garza asked if anything needed to be pulled from the consent agenda. Nothing was pulled. Mayor Garza called for a vote. All in favor. Motion carried.**

## BUSINESS

3. **2022-2023 Proposed Budget Workshop.**

**In conjunction with the Open Meetings Act, there will be No Citizen**

### **Participation during the Workshop.**

Shirley Holm started with the salaries and benefits budget for both General and Utility Funds as it represents 60% of both Budgets. No increase in pay rate or COLA were included in the rates she provided, with the exception of the Police Department (PD). The PD will be adding an Assistant Chief of Police and he will be paid out of the Drug Fund. We have 3 officers that are designated to be SROs at the school. As of right now we have two that can go to the school and have one vacancy. Municipal Court has added a new full-time clerk and appointed Yolanda Guerrero to Associate Judge. The cost of the Judge right now is still vacant. All of the other departments have the same staff compliment. As of right now the SROs are only budgeted at 12% from the City. The total in the General Fund and Utility Fund for all staff and benefits is \$ 2,032,993. The health insurance went up and the out-of-pocket rate for the total year went up \$ 1,000.00. We have 4 people that take the dependent coverage, the city pays 50% of dependent rates. The city and employee will each pay \$ 662.00 per month for dependent medical coverage. Employee Health Insurance will be \$ 336,000.00.

Ms. Holm went over the Revenue Section of the Budget. Our current Revenue is below plan by 83%. Sales tax is currently increasing monthly. Franchise Tax & Building Permits is down. The George West School Resource Officer reimbursement will be removed from the Revenue Section for FY 2022-2023. Municipal Court Revenue is projected to be about \$94,000.00. It was noted that credit card payors were not being billed the convenience fee. We spent over \$10,000.00 in credit card fees, that we are not currently collecting. Mayor Garza asked Yolanda to call to make sure that the court can add that fee to a fine. Ms. Holm mentioned that she investigated some other Cities revenue line items and found convenience fees in their revenue section.

In Summary, the Revenue Section for FY 2022-2023 will be approximately the same as last year unless the tax rates are increased to cover inflation expected.

Ms. Holm went over the Expense Section of the Budget. Our expenditures for FY 2021-2022 will end higher than planned due to the inflation cost of fuel, utilities and supplies.

Administration will be budgeted close to actual, due to no increase in cost, with the exception to Health Insurance. A budget of \$ 336,956, which is a decrease of \$ 2,964.

Promotion & Civic will increase due to utility price increase of \$ 2,230.

Parks & Recreation will decrease by \$ 47,612 with a reduction in one less employee and adding a part time contract individual.

Police Department will budget \$ 882,507, which is a reduction of \$ 26,816. This is due to SRO's funded by the school at 88%. The Assistant Chief will be funded FY 2022-2023 by the Drug Fund. Last year we budgeted \$ 34,000.00 in Professional Services and this year we're budgeting \$ 24,000.00. The Chief would like to move the starting salary to \$ 22.00 per hour for police officers, which was included in the Salaries & Benefits Budget presented earlier. This is due to the local minimal rate for law enforcement officers being higher than the GYPD. Chief has asked for two vehicles from Operation Lone Star. With the 3 approved in FY 2021-2022 and the 2 from Operation Lone Star, they are hoping to add 5 new vehicles FY 2022-2023.

Streets will budget an increase of \$ 40,814 due to an additional position and the inflation increase for street lights/utilities and supplies.

Animal Control will budget an additional \$ 12,339 for a full-time position, which includes additional benefits expense.

Municipal Court- As mentioned before we did hire one more full-time position, which will increase benefits expense. The increase will be \$ 42,844.

Fire Department will increase by \$ 4,660 due to additional items needed and inflation.

Code Enforcement will increase by \$ 2,776 due to additional supplies needed.

In Summary, \$ 1,856,735 in General Fund Expenditures, which is \$ 28,541 increase from FY 2021-2022.

Mayor Garza entertained a motion to recess for 10 minutes. Move as read by Jearl Rannefeld. Seconded by Patricia Clifton. All in favor. Motion Carried.

Mayor Garza entertained a motion to reconvene. Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. All in favor. Council reconvened at 6:19 p.m.

Ms. Holm went over the Revenue Section of the Utility Budget. There will be an increase in the FY 2022-2023 projected due to the increase in commercial garbage and natural gas cost. The water tap revenue has increased and the sewer revenue is down.

In Summary, the Revenue Section for the Utility Fund for FY 2022-2023 will be higher than last year due to increase product cost.

**Ms. Holm went over the Expense Section of the Utility Budget.**

**Water Department will see a reduction in expenditures due to the assistance of the American Rescue Fund in FY 2021-2022 and in FY 2022-2023. These changes will amount to a reduction of \$ 86,339.**

**Gas Department will be up by \$ 69,347 due to the significant increase in natural gas cost.**

**Sewer Department will be increased by \$ 54,142 due to the additional legal and professional fees expected to incur for the acquisition of the Wastewater Treatment Plant, which will have its fifty year lease ending in May 2023.**

**Garbage Department will increase by \$ 96,924 due to additional commercial price increase.**

**In Summary, \$ 2,032,427 in Utility Fund Expenditures, which is \$ 134,074 increase from FY 2021-2022.**

**4. Consideration and Action to set the FY 2022-2023 Proposed Property Tax Rate.**

**Move as read by Patricia Clifton. Seconded by Tim Humphrey. Open for discussion. All in favor. Ms. Holm explained that the City commercial property values were decreased significantly from 2021 and she is awaiting justification from Live Oak Appraisal District. Mayor Garza entertained a motion to postpone. It would be Move as read by Jearl Rannefeld. Seconded by Patricia Clifton. All in favor. This item will be postponed.**

**5. Consideration and Action to approve the utilization of the State Drug Forfeiture Funds as described in Chapter 59 of the Texas Code of Criminal Procedure for wages and benefits of (1) police officer not to exceed \$75,000.00 per year commencing August 25, 2022.**

**Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. All in favor. Motion carried.**

**6. Consideration and Action to the approve the additional cost for the seal coating of Lagarto and Houston Streets through the Interlocal Agreement with Live Oak County, approved in Live Oak County Commissioner's Court on August 27, 2021, from J. CARROL WEAVER, INC., in the amount of \$26,248.76.**

**Move as read by Patricia Clifton. Seconded by Tim Humphrey. Open for discussion. Ms. Holm explained to the council that the street sizes were not completely accurate in the**

initial quote. All in favor. Motion carried.

**7. Consideration and Action to convene into EXECUTIVE SESSION. In accordance with Section 551.072 of the Texas Government Code (Deliberations about Real Property), and Section 551.071 (Consultation with Attorney) the City Council may go into executive session to discuss the following:**

- a) Updates from Jackson Walker L.L.P. regarding the acquisition of Real Property, where the Waste Water Sewer Treatment Plant is located, from Mark Katzfey.

**Mayor Garza entertained a motion to enter into Executive Session. Move as read by Patricia Clifton. Seconded by Jearl Rannefeld. The council entered Executive Session at 7:07 p.m.**

**8. Reconvene**

**Mayor Garza entertained a motion to reconvene. Move as read by Patricia Clifton. Seconded by Patricia Clifton. All in favor. The Council reconvened at 7:27 p.m.**

**9. Adjournment.**

**Mayor Garza entertained a motion to adjourn. Move as read by Jearl Rannefeld. Seconded by John Walker. All in favor. Motion carried. The meeting was adjourned at 7:27 p.m.**

ATTEST: \_\_\_\_\_  
D'Ann Lane, City Secretary

SIGNED: \_\_\_\_\_  
Andrew Garza, Mayor