

CITY COUNCIL OF THE CITY OF SACHSE

WORKSHOP MEETING MINUTES

AUGUST 1, 2016

The City Council of the City of Sachse held a workshop meeting on Monday, August 1, 2016 at 6:30 p.m. at Sachse City Hall, 3815-B Sachse Road, Sachse, Texas. Those present were Mayor Mike Felix, Council Members Brett Franks, Charlie Ross, Paul Watkins, Bill Adams, and Jeff Bickerstaff. City Manager, Gina Nash; City Secretary, Michelle Lewis Sirianni; Human Resources Manager, Stacy Buckley; Community Development Director, Dusty McAfee; Director of Public Works and Engineering, Greg Peters; Finance Director, Teresa Savage; Parks and Recreation Director, Lance Whitworth; Police Chief, Bryan Sylvester; and Fire Chief, Marty Wade. Councilman Cullen King was absent.

Mayor Felix called the meeting to order at 6:31 p.m.

FINANCIAL MANAGEMENT POLICY: Discuss a comprehensive financial management policy.

Mrs. Nash introduced this item stating that the next three items will be reviewing and discussing changes to the Financial Policy along with changes to the Master Fee Schedule and fees associated with water and sewer services. Mrs. Nash stated that these items will come back to Council as action items at their next meeting with any changes based on their feedback discussed this evening.

Mrs. Savage stated that financial policies are reviewed annually during the budget process. They guide Council and management policy decisions, employ balanced revenue and adequate funding for services, maintain appropriate financial capacity for present and future needs, helps maintain sufficient reserves, provides accurate and timely information on City's financial condition, protects the City's credit rating, and enhance internal controls. Mrs. Savage highlighted on the new changes to the policy as well as within the following areas of the policy: accounting, auditing and financial reporting, budget and long range financial planning, revenue management, expenditure management, reserves, capital expenditures and improvements, debt, cash management and investments, grants and intergovernmental revenues, and financial consultants.

The Council discussed the increase in authorization levels, which is in keeping with state statutes.

No further action was taken.

MASTER FEE SCHEDULE: Discuss changes to the Master Fee Schedule.

Mr. McAfee presented the development fees within the Master Fee Schedule for Council to review and discuss, which will allow for improved cost recovery opportunities, reflected changes within the market, response to state law changes, clarify internal policies, and general clean-up purposes. Mr. McAfee highlighted the proposed fee changes some of which included the standard zoning fee, health and sanitation health permit fee, occupancy permit fee, board of adjustment variance

fee, fire hydrant meter deposit, engineering grading permit fee, and printing/copying charges in the library.

Council discussed how often these updates should be done, which is typically done yearly in conjunction with the budget.

No further action was taken.

UTILITY SERVICE FEES: Discuss an ordinance amending the Code of Ordinances, Chapter 10, "Utilities" by amending Section 2 "Sewer Service Fees" and Section 3 "Water and Sewer Service Billing Procedures" to provide for service billing policies and procedures.

Mrs. Savage stated that utility billing fees and procedures should be reviewed on a regular basis to remain consistent with the current economic climate and recommended practices in order to recover the cost of providing water and sewer services to the City. The proposed changes are in conjunction with the Master Fee Schedule and amended through Section 2 and Section 3 of the Code of Ordinances.

Council discussed timeline on leak adjustments and how they are configured related to swimming pool repairs.

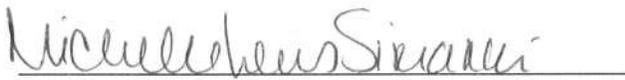
No further action was taken.

ADJOURNMENT: At 7:28 p.m. Mayor Felix adjourned the meeting.



MIKE J FELIX, MAYOR

ATTEST:


Michelle Lewis Sirianni, City Secretary