

**MINUTES OF THE SPECIAL CALLED CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, JUNE 25, 2019 AT 5:00 P.M.
IN THE COUNCIL CHAMBERS OF CITY HALL
1025 CAMPBELL ROAD, HOUSTON, TEXAS**

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Council Members present, the Special Called Meeting of the Spring Valley Village City Council was called to order by Mayor Pro-Tem Carpenter at 5:20 p.m.

Members Present:

Mayor Pro-Tem Allen Carpenter

Council Member David Dominy

Council Member Tom Donaho (arrived at 5:22 p.m.)

Council Member Joy McCormack

Council Member Marcus Vajdos (arrived at 5:29 p.m.)

Members Absent:

Mayor Tom Ramsey

2. DISCUSSION AND DIRECTION CONCERNING: Budget Policy Assumptions To Use In Development of Fiscal Year 2019-2020 Budget.

City Administrator Julie Robinson presented the budget policy assumptions that City staff is currently using to develop the FY 2020 Budget and requested direction from the Council with regard to those assumptions to ensure that both Staff and the Council are on the same page. The budget policy assumptions were:

Revenues

- To forecast revenues, use a conservative approach including trend analysis and take into account factors that may not be reflected in data yet such as legislative changes that will take effect on September 1, 2019 and impact different City revenues.
- Evaluate possible tax rate reduction after analyzing impacts of new legislation and, if possible, propose property tax rate reduction.
- Use 99% collection rate to estimate property tax revenues.
- Incorporate changes to Franchise Fees resulting from new legislation.
- Incorporate changes to Building Permit Fees resulting from new legislation.
- Eliminate ambulance fee revenue to allow Village Fire Department to retain that revenue to support the service.

Expenditures/Expenses

- To forecast expenditures/expenses, use a conservative approach including trend analysis and take into account factors that may not be reflected in data yet such as unfunded mandates, and specific needs of Departments in order to maintain and/or improve service levels to the residents.

- Inclusion of 15% increase for health insurance. We will not know the increase until late August or early September.
- For Police Department, 5% increase for salaries [approximately \$85,000] (includes other ½ of the market adjustment amount approved for FY 2019 related to Police Department employees and would allow for a combination of cost of living adjustments, market adjustments as needed, and merit increases based on performance evaluations).
- For all other City Departments, 7.4% increase for salaries [approximately \$79,200] (includes the other ½ of the market adjustment amount approved for FY 2019 related to all non-Police Department employees and will allow for a combination of cost of living adjustments, market adjustments as needed, and merit increases based on performance evaluations).
- Replacement of 4 Police Department vehicles

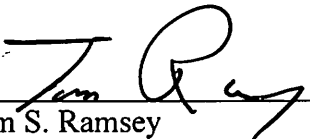
Capital Improvement Projects

- 2019 Certificates of Obligation debt payment amount to be transferred from General Fund to Debt Service Fund instead of rolling into tax rate.
- Continue with Capital Projects for the General Fund approved on October 23, 2018.

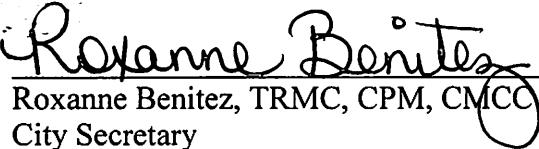
There was discussion concerning each of the budget policy assumptions, the impact of legislation on the City's FY 2020 Budget, including the 3% increase in the transfer from the General Fund to the Capital Projects Fund for cash-funded capital projects, and minimizing the proposed revenue over expenditure amount for FY 2020. Following the discussion, it was the consensus of the Council that all of the budget policy assumptions presented were acceptable to and approved by the Council. Ms. Robinson also advised that next budget meeting would be held on July 23, 2019.

3. ADJOURNMENT

Council Member Donaho made a motion to adjourn the meeting at 5:55 p.m., and Council Member McCormack seconded the motion. Motion carried 5-0.

Signed: 

 Tom S. Ramsey
 Mayor

Attest: 

 Roxanne Benitez, TRMC, CPM, CMCO
 City Secretary