

The City Council of the City of Seabrook met in special session on Tuesday, July 17, 2012 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

GLENN R. ROYAL	MAYOR
ROBERT LLORENTE	COUNCIL PLACE NO. 1
MIKE GIANGROSSO	COUNCIL PLACE NO. 2
GARY JOHNSON – Ex. Absence	COUNCIL PLACE NO. 3
DON HOLBROOK.	COUNCIL PLACE NO. 4
THOM KOLUPSKI	COUNCIL PLACE NO. 5
LAURA DAVIS	COUNCIL PLACE NO. 6
KELLY TEMPLIN	CITY MANAGER
MICHELE L. GLASER	CITY SECRETARY
MYRA BERGERON	UTILITY BILLING SUPERVISOR
ARTHUR CHAIREZ	DIRECTOR OF PUBLIC WORKS
GAYLE COOK	ASSISTANT CITY MANAGER & PERSONNEL ADMINISTRATOR
JEFF GALYEAN	EMERGENCY MGMT. COORDINATOR
MICHAEL GIBBS	ACCOUNTANT
NONA HOLOMON	DIRECTOR OF PUBLIC SAFETY
PAM LAB	FINANCE OFFICER
KEVIN PADGETT	ASST. DIRECTOR OF PUBLIC WORKS
KATHY PEREZ	MUNICIPAL COURT ADMINISTRATOR
GEORGE SZAKACS	DIRECTOR OF IT
SEAN WRIGHT	POLICE CAPTAIN

1.0 ROUTINE COMMENTS AND ANNOUNCEMENTS – None.

2.0 BUDGET WORKSESSION

Mr. Templin gave an overview of the budget, stating that the balanced budget presented includes a one percent increase in expected revenues, a one percent increase in expenses with \$29,768 in the General Fund available for additional expenditures (not including reserves.)

Individual department managers reviewed their respective General Fund budgets and departmental duties with Council. Changes to the individual department's needs and budget are outlined below.

Legislative: Mrs. Glaser stated that there are no new expenditures, except for the purchase of one note pad. A breakdown of travel expenses was presented. Council discussed reducing attendance at the annual TML conference from three council members to two council members, if necessary.

45 Administration: Mr. Templin stated that a large portion of the increase in the budget is due
46 to personnel costs for the new marketing manager.

47
48 IT: Mr. Szakacs recommended replacing the council laptop computers with note pads. He
49 also recommended connecting all city buildings with fiber optic cable which would result in
50 long-term savings. Council discussed whether this expenditure would be appropriate for a
51 bond issue. Councilor Davis asked for an estimate of anticipated savings.

52
53 Non-Departmental: Mrs. Lab stated that changes include an increase in payments for the
54 capital lease of fire department equipment and an anticipated increase in the CLEMC budget.
55 Councilor Davis recommended receiving reciprocity in services if the CLEMC contract cost
56 increased.

57
58 Public Safety. Chief Holomon presented a new organizational chart. She said that the
59 Department of Transportation (DOT) budget will no longer be separate, but will be included
60 in the Public Safety Budget, as the DOT grant money has expired. Captain Wright said that
61 there had been no increase in police patrol staff in five years, although calls had increased
62 during this time. He also stated that the aging fleet was a challenge, with patrol cars dating in
63 age from 2003-2010.

64
65 Animal Control: Calls have also increased for animal control services and the department has
66 requested to increase personnel from 1.5 to 2 positions.

67
68 Parks and Recreation: Mr. Chairez stated that four employees maintain 80 acres of parks, 10
69 miles of trails, the swimming pool complex, the Carothers facility and the Community House.
70 He stated that he would like to increase staff if possible. He outlined routine maintenance
71 costs, including resurfacing the large swimming pool and slide and sandblasting and painting
72 the pavilion. Councilor Giangrosso said that he would like to increase pool hours and would
73 bring a proposal to do so at the next meeting.

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75 Public Works/Streets: No significant changes were discussed.

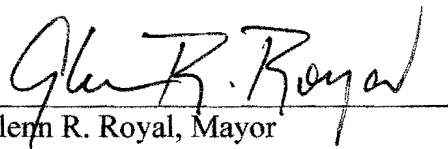
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77 Community Development: Mr. Templin stated that the proposed budget included a decrease
78 in personnel costs as the positions of Building Official and Planner had been combined. Mr.
79 Landis stated that the only significant increase was in "Travel and Training" as one employee
80 was receiving partial reimbursement for college attendance in accordance with approved
81 personnel policies. Mr. Templin stated that this policy may be revisited in the future.

82
83 Municipal Court: Mrs. Perez stated that there was an increase in personnel costs due to IRS
84 rules requiring the judges and prosecutor to be paid as employees instead of as independent
85 contractors. In addition, 100 percent of one clerk's salary (of which 50 percent was paid from
86 the DOT grant) will be paid from General Fund as the DOT grant has expired. Mrs. Perez
87 added that she is reorganizing the department and will eliminate the part time position.
88

Council members agreed to meet on Tuesday, July 31 at 7:00 p.m. to continue review of the budget, including all ***Decision Package*** items and the Enterprise and Hotel Tax Funds.

Upon motion, Mayor Royal adjourned the meeting at 9:53 p.m.

Approved this 7th day of August 2012.


Glen R. Royal, Mayor


Michele L. Glaser, TRMC
City Secretary

