

## **Brenham City Council Workshop Minutes**

A workshop meeting of the Brenham City Council was held on May 30, 2013 beginning at 8:30 a.m. in the Brenham City Hall, Conference Room 2-A, at 200 W. Vulcan Street, Brenham, Texas.

### Members present:

Mayor Milton Y. Tate, Jr.  
Mayor Pro Tem Gloria Nix  
Councilmember Mary E. Barnes-Tilley  
Councilmember Andrew Ebel  
Councilmember Danny Goss  
Councilmember Keith Herring  
Councilmember Weldon Williams, Jr.

### Members absent:

None

### Others present:

City Manager Terry K. Roberts, Assistant City Manager Kyle Dannhaus, City Secretary Jeana Bellinger, Deputy City Secretary Amanda Klehm, Chief Financial Officer Carolyn Miller, Stacy Hardy, Kaci Konieczny, Fire Chief Ricky Boeker, Deputy Chief Alan Finke, Police Chief Rex Phelps, Development Services Director Julie Fulgham, Public Works Director Dane Rau, Public Utilities Lowell Ogle, Debbie Gaffey, Pam Ruemke, and Grant Lischka

### Media Present:

Arthur Hahn, Brenham Banner Press

- 1. Call Meeting to Order**
- 2. FY 2013-14 Pre-Budget Planning**

City Manager, Terry Roberts, welcomed everyone and explained that the budget team has taken a strategic look at where the City is financially as the City heads into the FY2013-14 budget. Roberts advised Council that Chief Financial Officer, Carolyn Miller, and her staff have assembled a significant amount of financial data to help Council better understand the City's position. Roberts then turned the presentation over to Chief Financial Officer, Carolyn Miller.

Chief Financial Officer Carolyn Miller, Stacy Hardy, and Kaci Konieczny presented the FY2013-14 Pre-Budget Report to Council. Public Utilities Director Lowell Ogle and Regulatory Compliance Manger Debbie Gaffey presented the Utility Funds including:

- Electric Fund
  - Cost of Service
  - Capital Plans
  - Revenues
- Gas Fund
  - Cost of Service
  - Capital Plans
  - Revenues
- Water Fund
  - Cost of Service
  - Capital Plans
  - Revenues
- Wastewater Fund
  - Cost of Service
  - Capital Plans
  - Revenues

Public Works Director Dane Rau and Regulatory Compliance Manger Debbie Gaffey presented:

- Sanitation Fund
  - Cost of Service
  - Capital Plans
  - Revenues

Chief Financial Officer Carolyn Miller presented the General Fund and Debt Service Fund. Miller explained that the workshop was to give Council an idea of what to expect during the FY13-14 budget process. Miller and her team discussed the following topics:

- O&M Tax Rate History
- I&S Tax Rate History
- Combined Tax Rate History
- Sales Tax History
- Utility Franchise Tax History
- Municipal Court Fees & Fines History
- Budget Performance Based on RAE
- Reserve Balance
- 5-Year Revenue Forecast
- 5-Year Expenditure Forecast
- General Fund Capacity
- Equipment Fund Capacity
- Public Safety Capital

- Impact of ILA Decisions
- Schedule of Bond Issues
- Total Debt Outstanding
- 5-Year Debt Service Schedule
- 5-Year Property Tax Rate Projections
- Bond Projects
- Projects for \$1.85 Million in Certificates of Obligation

The Street Program was passed and will be brought to Council in a Work Session at the first meeting in June.

The meeting was adjourned.

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Milton Y. Tate, Jr.  
Mayor

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Amanda Klehm  
Deputy City Secretary

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