

**REGULAR MEETING**

**July 8, 2014**

**7:00 p.m.**

There being a quorum present, Mayor Saunders called the meeting to order at 7:00 p.m.

Council members present: Brandon Blue, Greg Allen, Ann Fessenden, and Bruce Franklin.

Absent: Rick Neumayer

Allen made a motion to approve the Consent Agenda to include the Minutes to the last meeting and budget review and payment of bills. Fessenden seconded the motion. Votes:

- For** – Blue, Allen, Fessenden, and Franklin
- Against** – None
- Passed** – 4-0

**Public Comment:**

- LaDonna Woldt asked about hand painted signs near her business; specifically at the Farmers Market and the new business at the station on Hwy 31. She was told that the Farmers Market signs were approved because the hand painted look was part of their logo and that notice was already given to the new business that the sign must be removed.

The audit for Fiscal Year Ending September 30, 2013 was presented by Anderson, Marx & Bohl. Blue made a motion to accept and approve the audit as presented. Fessenden seconded the Motion. . Votes:

- For** – Blue, Allen, Fessenden, and Franklin
- Against** – None
- Passed** – 4-0

After some discussion with Jessica Faulk, Fessenden made a motion to allow her until August 12 to make all repairs required to bring her house back up to code. Blue seconded the motion. Votes:

- For** – Blue, Allen, Fessenden, and Franklin
- Against** – None
- Passed** – 4-0

The following budgets were presented for consideration:

**GENERAL FUND**

<b>acct #</b>	<b>account name</b>	<b>FYE 9/30/15 Proposed</b>
4001	NOW Account Interest	60.00
4002	Returned Check Charges	25.00
4003	Misc Admin Revenue	10.00
4004	Section 8 Housing Admin	0.00
4005	Building Permits	1,000.00
4006	Clean Kerens	3,678.00

## REGULAR MEETING

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7:00 p.m.

4009	Copies & Faxes	250.00
4010	Sale of Assets	0.00
4013	License, Registrations & Permits	700.00
<b>40</b>	<b>ADMIN REVENUES</b>	<b>5,723.00</b>
4401	Daily Receipts-Streets	17,500.00
	Reserve for Equipment	
4402	Street Dept-Mow & Demltion	2,500.00
4403	Street Dept - Culverts	0.00
<b>44</b>	<b>STREET DEPT REVENUES</b>	<b>20,000.00</b>
4501	Sanitation Fees	71,400.00
<b>45</b>	<b>SANITATION REVENUES</b>	<b>71,400.00</b>
4601	Court Fines & Fees	132,000.00
4604	Court Technology Fund	3,000.00
4608	Court Security Fund	2,300.00
4610	Court Time Pay Fees	225.00
4612	Court MSB Fees	400.00
4613	Court Omni Fees	400.00
4602	Court Refunds & Adjustments	(250.00)
4603	Dog License & Fees	300.00
4605	Police Reports	10.00
4606	COPS Fast/Small Communities Grant	0.00
4607	Law Enf. Education Grant	0.00
4609	Police Misc. Revenue	10.00
<b>46</b>	<b>TOTAL POLICE DEPT REVENUE</b>	<b>138,395.00</b>
4801	Current Property Taxes	254,773.00
4802	Prop.Tax Discount Allowed	(3,000.00)
4803	Delinquent Property Tax	10,000.00
4804	Pen & Int on Prop Tax	5,000.00
4806	Sales Tax From State	105,000.00
	4-B Sales Tax	22,500.00
4807	Street Maint. Sales Tax	22,500.00
4810	Alcoholic Beverage Tax	50.00
4808	Franchise Fees	60,000.00
4811	Hotel Occupancy Tax	300.00
4809	P.I.L.O.T. from PHA	2,500.00
<b>48</b>	<b>TOTAL TAX REVENUES</b>	<b>479,623.00</b>
<b>4901</b>	<b>Rental Income</b>	<b>6,000.00</b>

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<b>4</b>	<b>TOTAL REVENUES</b>	<b>721,141.00</b>
<b>5</b>	<b>TOTAL EXPENSES</b>	<b>721,141.00</b>
	<b>Excess/(Shortfall)</b>	<b>(0.00)</b>
	Economic Development Corp	22,500.00
	Clean Kerens	3,678.00
5401-9	Rental Prop Electricity	600.00
5402-9	Rental Prop Gas	300.00
5404-9	Rental Prop R & M	550.00
5505-9	Rental Prop Supplies	25.00
5550-9	Rental Prop Misc Exp	25.00
	<b>Total Rental Property Expenses</b>	<b>1,500.00</b>
5011-0	Admin Salary & Wages	65,480.00
5010-0	Admin Overtime	0.00
5013-0	Admin Contract Labor	1,000.00
5014-0	Admin Health & Life Ins	12,528.00
5015-0	Admin Workers Comp	140.00
5016-0	Admin OASDI Expense (.062)	4,060.00
5017-0	Admin Medicare Expense (.0145)	950.00
5021-0	Admin Employee Retirement Plan	1,960.00
5102-0	Admin Casualty Loss	0.00
5103-0	Admin Real Prop Insurance	1,200.00
5106-0	Admin Vehicle Liability	32.00
5110-0	Admin Gen Liability Ins	750.00
5112-0	Admin Errors & Omissions	1,000.00
5114-0	Admin Fidelity Bond	200.00
5201-0	Admin Equipment R & M	100.00
5203-0	Admin Equipment Lease	3,000.00
5401-0	Admin Electricity	4,000.00
5402-0	Admin Gas	600.00
5404-0	Admin Bldg R & M	1,500.00
5501-0	Admin Legal Fee	200.00
5502-0	Admin Newspaper Ads	50.00
5503-0	Admin Dues & Publications	1,500.00
5504-0	Admin Travel & Training	500.00
5505-0	Admin Office & Comp Sup	4,000.00
5550-0	Admin Misc Exp	1,500.00
5801-0	Admin Audit Fees	2,875.00
5802-0	Admin Bank Fees	100.00

**REGULAR MEETING**

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**7:00 p.m.**

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5803-0	Admin Council Fees	250.00
5804-0	Admin Election Expense	2,500.00
5805-0	Admin Mail & Postage	1,500.00
5806-0	Admin Penalty & Interest	0.00
5807-0	Admin Telephone	3,750.00
5808-0	Admin Internet Services	520.00
5900	ADMIN CAPITAL EXP	41,119.00
	<b>TOTAL ADMIN EXPENSES</b>	<b>158,864.00</b>

5012-4	Street Dept Hourly Wages	13,650.00
5010-4	Street Dept Overtime	0.00
5013-4	Street Dept Cont. Labor	0.00
5014-4	Street Dept Life & Health	0.00
5015-4	Street Dept Workers Comp	1,000.00
5016-4	Street Dept OASDI Expense (.062)	853.00
5017-4	Street Dept Medicare Exp (.0145)	200.00
5018-4	Street Dept Uniform Exp	175.00
5021-4	Street Dept Employee Retirement Plan	0.00
5102-4	Street Dept Casualty Loss	0.00
5103-4	Street Mobile Equip Ins	800.00
5105-4	Street Dept Damage Ins	450.00
5106-4	Street Dept Veh Liability	475.00
2301	Street Dept Note Payable	10,000.00
5846-4	Street Dept Interest Exp	500.00
5201-4	Street Dept Equip R & M	5,000.00
5404-1	Park Dept R & M	250.00
5202-4	Street Dept Equip Gas&Oil	4,500.00
5203-4	Street Dept Equip Rental	0.00
5203-1	Park Dept Electricity	2,000.00
5401-4	Street Dept Electricity	34,000.00
5404-4	Street Repair (Maint Tax)	22,500.00
5505-4	Street Dept Parts/Supplies	5,000.00
5550-4	Street Dept Misc Exp	25.00
5841-4	Street Dept Asphalt&Gravl	10,000.00
5940	STREET DEPT CAPITAL EXP	0.00
	<b>Total Street Dept. Expenses</b>	<b>111,378.00</b>

5013-5	Sanitation Dep Contract	68,000.00
	<b>Total Sanitation Expenses</b>	<b>68,000.00</b>

5011-6	PD Salary	156,254.00
5012-6	PD Hourly Wages	5,000.00
5010-6	PD Overtime	5,000.00

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5009-6	PD Special Wages	0.00
5014-6	PD Health & Life Ins	31,320.00
5015-6	PD Workers Comp	6,000.00
5016-6	PD OASDI Expense (.062)	9,688.00
5017-6	PD Medicare Exp (.0145)	2,266.00
5018-6	PD Uniform Expense	1,000.00
5019-6	PD Unemployment Expense	0.00
5021-6	PD Employee Retirement Plan	4,500.00
5102-6	PD Casualty Loss	0.00
5105-6	PD Veh Damage Ins	1,400.00
5106-6	PD Veh Liability	1,400.00
5118-6	Law Enforcement Liab Ins	2,500.00
5201-6	PD Equipment R & M	10,000.00
5202-6	PD Gas & Oil	35,000.00
5404-6	PD Bldg R & M	250.00
5501-6	PD Legal Fee	150.00
5502-6	PD Newspaper Ads	25.00
5503-6	PD Dues & Publications	735.00
5504-6	PD Travel & Training	5,000.00
5505-6	PD Supplies	8,000.00
5550-6	PD Misc Exp	25.00
5861-6	PD Animal Control	3,000.00
5860-6	PD Interest Expense	3,800.00
5863-6	PD Communications	10,000.00
5960	PD CAPITAL EXPENDITURES	20,000.00

	<b>Total Police Dept. Expenses</b>	<b>317,313.00</b>
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5501-9	Court Legal Fee	2,000.00
5013-6	Court Contract Costs	9,600.00
5503-9	Court Dues & Publications	150.00
5504-9	Court Travel & Training	600.00
5505-6	Court Office & Computer Supplies	250.00
5550-9	Court Security Expenses	3,500.00
5551-9	Court Technology Expense	4,675.00
5920-8	Court Collection Expense	250.00
5990	COURT CAPITAL EXPENDITURES	0.00

		<b>21,025.00</b>
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5505-7	FD Parts/Supplies	2,000.00
	<b>Total Fire Dept. Expenses</b>	<b>2,000.00</b>

5501-8	Tax Dept Legal Fee	0.00
5502-8	Tax Dept Newspaper Ads	250.00

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5550-8	Tax Dept Misc Exp	0.00
5881-8	Appraisal District Share	4,200.00
5882-8	Tax Dept Collection Fees	433.00
	<b>Total Tax Dept. Expenses</b>	<b>4,883.00</b>
	Library Subsidy	10,000.00
	<b>Total Library Expenses</b>	<b>10,000.00</b>

**REVENUE FUND**

		Water Dept	Sewer Dept
		2015 proposed budget	2015 proposed budget
4010	Sale of Assets	0.00	0.00
	NOW Account		
4001	Interest	14.00	7.00
	Returned Check		
4002	Charges	135.00	72.00
4103	Late Charges	24,375.00	13,125.00
4104	Service Fees	1,950.00	1,050.00
4107	Transfer Fees	65.00	35.00
4004	Recover Bad Debt	0.00	0.00
4003	Misc Revenues	6.00	3.00
	<b>ADMIN REVENUES</b>	<b>26,545.00</b>	<b>14,292.00</b>
4101	Sales	403,326.00	217,091.00
4105	Tapping Fees	0.00	0.00
4106	Repair Service	25.00	25.00
	<b>W/S REVENUES</b>	<b>403,351.00</b>	<b>217,116.00</b>
<b>4</b>	<b>TOTAL REVENUES</b>	<b>429,896.00</b>	<b>231,408.00</b>
	<b>Excess/(Shortage)</b>	<b>(0.00)</b>	<b>(0.00)</b>
<b>5</b>	<b>TOTAL EXPENSES</b>	<b>429,896.00</b>	<b>231,408.00</b>
	<b>Salaries &amp; Benefits</b>	<b>145,404.00</b>	<b>86,626.00</b>
5012	Wages		
5011	Admin	13,923.00	7,497.00
	Public Works	57,408.00	30,912.00
	Shop	9,191.00	4,949.00
5010	Overtime		

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**7:00 p.m.**

	Admin	0.00	0.00
	Public Works	8,570.00	4,615.00
	Shop	1,316.00	709.00
5014	Health Insurance		
	Admin	4,072.00	2,192.00
	Public Works	16,286.00	8,770.00
	Shop	4,072.00	2,192.00
5015	Workers Comp		
	Admin	73.00	40.00
	Public Works	2,265.00	1,220.00
	Shop	650.00	350.00
5016	OASDI (.062)		
	Admin	863.00	465.00
	Public Works	4,090.00	2,203.00
	Shop	652.00	350.00
5017	Medicare (.0145)		
	Admin	202.00	108.00
	Public Works	956.00	516.00
	Shop	313.00	169.00
5021	Retirement Plan		
	Admin	416.00	224.00
	Public Works	1,340.00	721.00
	Shop	113.00	62.00
5018	Uniforms	633.00	362.00
5013	Contract Labor	18,000.00	18,000.00
5811	Purchased Water	190,000.00	-
	Loan Payments		
	Principle		15,000.00
	Interest	0.00	2,000.00
	Electricity	10,000.00	20,000.00
	Shop Electricity	975.00	525.00
	Shop Gas	65.00	35.00
	Chemicals	2,000.00	10,000.00
	Testing & Permits		
	Lab Fees	875.00	5,500.00
	Inspection & Permits	2,600.00	1,400.00
	Sewer Easement		
	Payment	-	75.00
	Penalty & Int	0.00	0.00
	Repair & Maintenance		
5404	System R & M	2,691.00	8,000.00
	Shop Building R & M	65.00	35.00
5505	Parts & Supplies	22,500.00	6,000.00
	Shop Parts & Supplies	2,600.00	1,400.00

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**July 8, 2014**

**7:00 p.m.**

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5203	Equipment Rental	200.00	200.00
	Shop Equip R & M	325.00	175.00
5818	Contracted Expense	100.00	1,000.00
5821	Sludge Removal	-	1,500.00
	Transportation		
5105	Vehicle Damage	656.00	176.00
5106	Vehicle Liability	1,120.00	328.00
5201	Equipment R & M	4,875.00	2,625.00
5202	Gas & Oil	5,850.00	3,150.00
	Shop Gas & Oil	487.00	263.00
	Insurance		
5110	General Liability	302.00	163.00
5112	Errors & Omissions	560.00	301.00
5114	Fidelity Bond	130.00	70.00
5103	Real Property	1,548.00	1,327.00
	Shop Real Property	32.00	18.00
	Office		
5505	Supplies	1,354.00	700.00
5201	Equipm R & M	26.00	14.00
5802	Bank Fees	52.00	28.00
5803	Collection Fees	25.00	35.00
5805	Mail & Postage	2,080.00	1,120.00
5502	Newspaper Ads	65.00	35.00
5901	Admin Equipment	0.00	0.00
5550	Misc	15.00	10.00
5817	Communications	1,560.00	840.00
	Professional Services		
5801	Audit Fees	1,868.00	1,006.00
5501	Legal Fees	0.00	0.00
5814	Engineering Fees	250.00	250.00
5504	Training	250.00	0.00
	Other		
5502	Newspaper Ads	25.00	25.00
5503	Dues & Publications	25.00	25.00
5550	Misc Expense	25.00	25.00
	Shop Misc Expense	16.00	9.00
5590	Grant Expense	15,000.00	15,000.00
5840	Special Projects	-	0.00
5900	Capital	0.00	10,000.00
	Reserves		
	O & M	6,300.00	29,394.00
	Grants	5,000.00	5,000.00

Allen made a motion to approve the budgets as presented. Blue seconded the motion. Votes:



## REGULAR MEETING

July 8, 2014

7:00 p.m.

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**For** – Blue, Allen, Fessenden, and Franklin

**Against** – None

**Passed** – 4-0

Allen made a motion to accept and approve the Navarro Central Appraisal District Reappraisal Plan. Fessenden seconded the motion. Votes:

**For** – Blue, Allen, Fessenden, and Franklin

**Against** – None

**Passed** – 4-0

Franklin made a motion to not approve the Navarro Central Appraisal District 2015 Proposed Budget. Allen seconded the motion. Votes:

**For** – Blue, Allen, Fessenden, and Franklin

**Against** – None

**Passed** – 4-0

After some discussion it was decided to table any consideration of the downtown building design guidelines until the next regular meeting.

### Operations

- **Code Enforcement** – Officer Covey's stated that 5 cars were abated, several occupancy inspections made, and 700 SW Third has been demolished.
- **Water Dept.** – Scott reported that a 6" main broke last night.
- **Sewer Dept.** – No new problems.
- **Street Dept.** – Plans are to start work with additional gravel on gravel streets this month.
- **Police Dept.** – Chief Miers reported on the usual summer increase in burglary cases and that new cases have been solved.
- **Animal Control** – No new problems.
- **Court** – No problems to report.
- **Tax Dept.** – 92.04% of current taxes collected as of June 30, 2014.
- **Office** – No problems.
- **Grants** – No new information.
- **Economic Development** – No new information
- **Long Range Planning** – Mayor Saunders stated that he wants to continue to work on downtown building requirements.

Fessenden made a motion to adjourn the meeting. Blue seconded the motion. Votes:

**For** – Blue, Allen, Fessenden, and Franklin

**Against** – None

**Passed** – 4-0

With no further business to transact, Mayor Saunders adjourned the meeting at 8:15 p.m.

**REGULAR MEETING**

**July 8, 2014**

**7:00 p.m.**

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**Jeffrey Saunders, Mayor**

**Attest:**

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**Cindy Scott, City Secretary**