

REGULAR MEETING

October 9, 2012

7:00 p.m.

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

Council members present: Rick Neumayer, Carole Cottrell, and Greg Allen

Absent: Ann Fessenden and Tyrone Martin

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

For – Neumayer, Cottrell, and Allen

Against – None

Passed – 3-0

Public Comment:

- Hope Reese complained that she has not heard anything about her home burglary case since Memorial Day except what the neighbors are telling her. Chief Miers explained that no information can be released to her or her neighbors in an ongoing investigation. Mayor Saunders stated that anything her neighbors are saying is supposition, not information.

The following Resolution was presented for consideration:

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF KERENS, TEXAS AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE COMMUNITY DEVELOPMENT FUND; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of Kerens, Texas desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low/moderate income; and

WHEREAS, certain conditions exist which represent a threat to public health and safety; and

WHEREAS, it is necessary and in the best interests of Kerens to apply for funding under the Texas Community Development Block Grant Program;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF - KERENS, TEXAS:.

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7:00 p.m.

1. That a Texas Community Development Block Grant Program application for the Community Development Fund is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture.
2. That the City's application be placed in competition for funding under the Community Development Fund.
3. That the application be for \$275,000.00 of grant funds to provide Sewer & Water Improvements in the City of Kerens.
4. That the City Council directs and designates the Mayor as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the Texas Community Development Block Grant Program.
5. That it further be stated that the City of Kerens is committing \$31,400.00 from its General Fund as a cash contribution toward the Construction activities of this Sewer & Water Improvements Project.

Neumayer made a motion to pass and approve the Resolution as presented. Cottrell seconded the motion. Votes:

For – Neumayer, Cottrell, and Allen

Against – None

Passed – 3-0

The following Budget Amendments for Fiscal Year Ending September 30, 2012 were presented for consideration:

GENERAL FUND

acct #	account name	FYE 9/30/12 Adopted	Actual	Adjustment
4001	NOW Account Interest	30.00	52.54	22.54
4003	Misc Admin Revenue	10.00	474.70	464.70
4005	Building Permits	1,000.00	3,550.00	2,550.00
4006	Clean Kerens	3,678.00	3,693.46	15.46
4009	Copies & Faxes	200.00	327.25	127.25
4013	License, Registrations & Permits	500.00	861.00	361.00
40	ADMIN REVENUES	5,443.00	9,013.95	3,570.95
4401	Daily Receipts-Streets	17,500.00	17,360.00	(140.00)
4402	Steet Dept-Mow & Demltion	2,500.00	1,920.00	(580.00)
44	STREET DEPT REVENUES	20,000.00	19,280.00	(720.00)

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4501	Sanitation Fees	66,800.00	70,066.56	3,266.56
45	SANITATION REVENUES	66,800.00	70,066.56	3,266.56
4601	Court Fines & Fees	125,000.00	138,471.77	13,471.77
4604	Court Technology Fund	6,170.00	5,050.01	(1,119.99)
4608	Court Security Fund	4,625.00	3,784.52	(840.48)
4612	Court MSB Fees	350.00	799.93	449.93
4613	Court Omni Fees	(250.00)	(259.62)	(9.62)
4602	Court Refunds	900.00	125.87	(774.13)
4603	Dog License & Fees	500.00	395.50	(104.50)
4605	Police Reports	10.00	42.00	32.00
4607	Law Enf. Education Grant	850.00	0.00	(850.00)
4609	Police Misc. Revenue	10.00	0.00	(10.00)
46	TOTAL POLICE DEPT REVENUE	138,390.00	148,634.20	10,244.20
4801	Current Property Taxes	234,969.00	232,424.77	(2,544.23)
4802	Prop.Tax Discount Allowed	(3,500.00)	(3,063.44)	436.56
4803	Delinquent Property Tax	10,000.00	9,562.50	(437.50)
4804	Pen & Int on Prop Tax	5,000.00	7,303.11	2,303.11
4806	Sales Tax From State	74,000.00	133,179.27	59,179.27
	4-B Sales Tax	19,000.00	33,289.78	14,289.78
4807	Street Maint. Sales Tax	19,000.00	33,289.78	14,289.78
4810	Alcoholic Beverae Tax	100.00	43.22	(56.78)
4808	Franchise Fees	56,000.00	62,272.57	6,272.57
4811	Hotel Occupancy Tax	450.00	384.01	(65.99)
4809	P.I.L.O.T. from PHA	2,500.00	0.00	(2,500.00)
48	TOTAL TAX REVENUES	417,519.00	508,685.57	91,166.57
4901	Rental Income	1,800.00	1,825.00	25.00
4	TOTAL REVENUES	649,952.00	757,505.28	107,553.28
5	TOTAL EXPENSES	649,952.00	692,156.85	46,088.88
	Excess/(Shortfall)	0.00	65,348.43	61,464.40
	Economic Development Corp	19,000.00	33,289.78	14,289.78
	Clean Kerens	3,678.00	3,693.46	15.46
5401-9	Rental Prop Electricity	600.00	552.92	(47.08)

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5402-9	Rental Prop Gas	300.00	367.55	67.55
5550-9	Rental Prop R & M	5,000.00	93.40	(4,906.60)
5505-9	Rental Prop Supplies	25.00	0.00	(25.00)
5550-9	Rental Prop Misc Exp	25.00	0.00	(25.00)
	Total Rental Property Expenses	5,950.00	1,013.87	(4,936.13)
5011-0	Admin Salary & Wages	55,320.00	55,346.28	26.28
5010-0	Admin Overtime	0.00	51.00	51.00
5013-0	Admin Contract Labor	1,000.00	4,975.00	3,975.00
5014-0	Admin Health & Life Ins	14,838.00	13,250.00	(1,588.00)
5019-0	Admin Unemployment	0.00	2,713.58	2,713.58
5021-0	Admin Employee Retirement Plan	1,654.00	1,498.48	(155.52)
5102-0	Admin Casualty Loss	0.00	(262.53)	(262.53)
5103-0	Admin Real Prop Insurance	1,200.00	750.23	(449.77)
5106-0	Admin Vehicle Liability	32.00	10.24	(21.76)
5110-0	Admin Gen Liability Ins	100.00	4.84	(95.16)
5112-0	Admin Errors & Omissions	750.00	683.83	(66.17)
5201-0	Admin Equipment R & M	100.00	0.00	(100.00)
5203-0	Admin Equipment Lease	2,500.00	2,632.34	132.34
5401-0	Admin Electricity	5,000.00	4,373.46	(626.54)
5402-0	Admin Gas	800.00	394.18	(405.82)
5404-0	Admin Bldg R & M	3,000.00	6,101.11	3,101.11
5502-0	Admin Newspaper Ads	50.00	238.00	188.00
5503-0	Admin Dues & Publications	1,500.00	783.65	(716.35)
5504-0	Admin Travel & Training	500.00	60.00	(440.00)
5505-0	Admin Office & Comp Sup	4,000.00	4,266.26	266.26
5550-0	Admin Misc Exp	1,500.00	1,482.25	(17.75)
5801-0	Admin Audit Fees	3,000.00	2,750.00	(250.00)
5802-0	Admin Bank Fees	100.00	25.03	(74.97)
5803-0	Admin Council Fees	250.00	0.00	(250.00)
5804-0	Admin Election Expense	2,500.00	0.00	(2,500.00)
5805-0	Admin Mail & Postage	1,200.00	1,332.62	132.62
5807-0	Admin Telephone	3,750.00	3,127.77	(622.23)
	TOTAL ADMIN EXPENSES	109,886.00	111,813.71	1,927.71
5012-3	Shop Hourly Wages	17,260.00	12,994.50	(4,265.50)
5010-3	Shop Overtime	1,920.00	1,819.37	(100.63)
5014-3	Shop Health Insurance	7,620.00	7,174.29	(445.71)
5015-3	Shop Workers Comp	1,000.00	580.00	(420.00)
5016-3	Shop OASDI Expense (.062)	1,070.00	913.97	(156.03)
5017-3	Shop Medicare Expense (.0145)	250.00	213.85	(36.15)

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5018-3	Shop Uniform Expense	650.00	206.04	(443.96)
5021-3	Shop Retirement Plan	515.00	442.23	(72.77)
5201-3	Shop Equip R & M	500.00	101.50	(398.50)
5202-3	Shop Gas & Oil	500.00	632.95	132.95
5401-3	Shop Electricity	1,500.00	1,522.75	22.75
5402-3	Shop Gas	100.00	34.79	(65.21)
5404-3	Shop Building R & M	50.00	89.37	39.37
5505-3	Shop Parts & Supplies	7,500.00	5,940.76	(1,559.24)
	TOTAL SHOP EXPENSES	40,510.00	32,709.08	(7,800.92)
5012-4	Street Dept Hourly Wages	11,800.00	12,828.75	1,028.75
5015-4	Street Dept Workers Comp	1,000.00	795.42	(204.58)
5016-4	Street Dept OASDI Expense (.062)	732.00	790.75	58.75
5017-4	Street Dept Medicare Exp (.0145)	171.00	184.85	13.85
5018-4	Street Dept Uniform Exp	650.00	281.04	(368.96)
5103-4	Street Mobile Equip Ins	500.00	392.00	(108.00)
5105-4	Street Dept Damage Ins	0.00	444.00	444.00
5106-4	Street Dept Veh Liability	0.00	231.46	231.46
2301	Street Dept Note Payable	10,000.00	0.00	(10,000.00)
5846-4	Street Dept Interest Exp	500.00	0.00	(500.00)
5201-4	Street Dept Equip R & M	5,000.00	20,235.09	15,235.09
5404-1	Park Dept R & M	250.00	69.31	(180.69)
5202-4	Street Dept Equip Gas&Oil	4,000.00	5,244.80	1,244.80
5203-1	Park Dept Electricity	3,200.00	1,675.31	(1,524.69)
5401-4	Street Dept Electricity	30,000.00	33,611.95	3,611.95
5404-4	Street Repair (Maint Tax)	19,000.00	33,289.78	14,289.78
5505-4	Street Dept Parts/Supplies	5,000.00	7,401.72	2,401.72
5550-4	Street Dept Misc Exp	25.00	0.00	(25.00)
5841-4	Street Dept Asphalt&Gravl	10,000.00	0.00	(10,000.00)
5940	STREET DEPT CAPITAL EXP	0.00	22,589.74	22,589.74
	Total Street Dept. Expenses	101,828.00	140,065.97	38,237.97
5013-5	Sanitation Dep Contract	64,000.00	65,674.18	1,674.18
	Total Sanitation Expenses	64,000.00	65,674.18	1,674.18
5011-6	PD Salary	135,124.00	133,392.86	(1,731.14)
5012-6	PD Hourly Wages			
5010-6	PD Overtime	4,500.00	3,528.83	(971.17)
5014-6	PD Health & Life Ins	37,095.00	23,406.06	(13,688.94)
5015-6	PD Workers Comp	6,000.00	2,974.68	(3,025.32)
5016-6	PD OASDI Expense (.062)	8,657.00	8,458.04	(198.96)

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5017-6	PD Medicare Exp (.0145)	2,025.00	1,977.96	(47.04)
5018-6	PD Uniform Expense	1,000.00	1,570.96	570.96
5021-6	PD Employee Retirement Plan	3,400.00	2,228.27	(1,171.73)
5102-6	PD Casualty Loss	0.00	(856.40)	(856.40)
5105-6	PD Veh Damage Ins	1,200.00	876.00	(324.00)
5106-6	PD Veh Liability	1,200.00	855.41	(344.59)
5118-6	Law Enforcement Liab Ins	1,200.00	1,421.98	221.98
5201-6	PD Equipment R & M	10,000.00	12,192.53	2,192.53
5202-6	PD Gas & Oil	17,628.00	27,304.56	9,676.56
5404-6	PD Bldg R & M	250.00	0.00	(250.00)
5501-6	PD Legal Fee	150.00	0.00	(150.00)
5502-6	PD Newspaper Ads	25.00	0.00	(25.00)
5503-6	PD Dues & Publications	400.00	96.00	(304.00)
5504-6	PD Travel & Training	1,000.00	3,544.70	2,544.70
5505-6	PD Supplies	5,000.00	6,474.73	1,474.73
5550-6	PD Misc Exp	25.00	460.89	435.89
5860-6	PD Interest Expense	5,000.00	3,169.68	(1,830.32)
5861-6	PD Animal Control	3,000.00	3,564.74	564.74
5863-6	PD Communications	6,000.00	8,553.24	2,553.24
5960	PD CAPITAL EXPENDITURES	15,000.00	19,250.37	4,250.37
	Total Police Dept. Expenses	264,879.00	264,446.09	(432.91)
5501-9	Court Legal Fee	1,500.00	1,200.00	(300.00)
5503-9	Court Dues & Publications	150.00	50.00	(100.00)
5504-9	Court Travel & Training	500.00	739.09	239.09
	Court Office & Computer			
5505-6	Supplies	500.00	694.82	194.82
5550-9	Court Security Expenses	4,625.00	3,784.52	(840.48)
5551-9	Court Technology Expense	6,170.00	5,050.01	(1,119.99)
5920-8	Court Collection Expense	500.00	455.30	(44.70)
	Total Court Expense	23,545.00	21,573.74	(1,971.26)
5505-7	FD Parts/Supplies	2,000.00	5,003.37	3,003.37
	Total Fire Dept. Expenses	2,000.00	5,003.37	3,003.37
5502-8	Tax Dept Newspaper Ads	250.00	112.88	(137.12)
5881-8	Appraisal District Share	4,000.00	3,771.16	(228.84)
	Total Tax Dept. Expenses	4,676.00	426.64	(365.32)
	City's Share of Grant Expenses	0.00	2,447.00	2,447.00

REGULAR MEETING

October 9, 2012

7:00 p.m.

REVENUE FUND

		Water Dept		
		actual	budget	variance
4001	NOW Account Interest	11.63	48.00	(36.37)
	Returned Check			
4002	Charges	178.75	325.00	(146.25)
4103	Late Charges	21,150.84	14,300.00	6,850.84
4104	Service Fees	2,860.00	1,625.00	1,235.00
4107	Transfer Fees	81.25	65.00	16.25
4003	Misc Revenues	0.23	6.00	(5.77)
	ADMIN REVENUES	24,282.70	16,369.00	7,913.70
4101	Sales	417,576.05	401,705.32	15,870.73
4105	Tapping Fees	250.00	0.00	250.00
	W/S REVENUES	417,826.05	401,705.32	16,120.73
	Salaries & Benefits	110,373.30	129,570.57	19,197.27
5012	Wages			
5011	Admin	11,776.70	13,325.00	1,548.30
	Public Works	54,400.40	62,570.00	8,169.60
5010	Overtime			
	Public Works	7,386.11	6,500.00	(886.11)
5014	Health Insurance			
	Admin	4,934.98	4,823.00	(111.98)
	Public Works	17,641.19	19,289.00	1,647.81
5015	Workers Comp			
	Admin	62.73	88.00	25.28
	Public Works	1,548.69	2,600.00	1,051.31
5016	OASDI			
	Admin	726.13	826.00	99.87
	Public Works	3,814.71	4,282.00	467.29
5017	Medicare			
	Admin	169.83	193.00	23.17
	Public Works	892.20	1,002.00	109.80
5021	Retirement Plan			
	Admin	351.35	400.00	48.65
	Public Works	1,627.34	2,072.00	444.66
5018	Uniforms	779.45	2,000.57	1,221.12

REGULAR MEETING

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7:00 p.m.

5013	Contract Labor	4,261.50	9,600.00	5,338.50
5811	Purchased Water	210,154.10	187,577.00	(22,577.10)
	Electricity	8,161.46	11,421.50	3,260.04
	Chemicals	1,220.96	4,000.00	2,779.04
	Testing & Permits			
	Lab Fees	1,470.50	2,500.00	1,029.50
	Inspection & Permits	1,662.50	1,500.00	(162.50)
	Penalty & Int	250.00	0.00	(250.00)
	Repair & Maintenance			
5404	System R & M	2,483.96	5,000.00	2,516.04
5505	Parts & Supplies	21,615.39	20,000.00	(1,615.39)
5203	Equipment Rental	0.00	163.00	163.00
5818	Contracted Expense	0.00	1,000.00	1,000.00
	Transportation			
5106	Vehicle Liability	227.87	260.00	32.13
5201	Equipment R & M	7,308.78	2,275.00	(5,033.78)
5202	Gas & Oil	5,029.13	5,199.50	170.37
	Insurance			
5110	General Liability	253.40	423.00	169.60
5103	Real Property	515.75	823.75	308.00
	Office			
5505	Supplies	1,475.88	985.00	(490.88)
5201	Equipm R & M	0.00	30.00	30.00
5802	Bank Fees	40.95	163.00	122.05
5803	Collection Fees	0.00	60.00	60.00
5805	Mail & Postage	1,398.64	1,950.00	551.36
5502	Newspaper Ads	21.61	0.00	(21.61)
5901	Admin Equipment	779.35	0.00	(779.35)
5817	Communications	1,372.15	1,350.00	(22.15)
	Professional Services			
5501	Legal Fees	0.00	15,000.00	15,000.00
5814	Engineering Fees	0.00	250.00	250.00
5504	Training	0.00	250.00	250.00
	Other			
5503	Dues & Publications	0.00	25.00	25.00
5550	Misc Expense	0.00	25.00	25.00
5900	Capital Reserves	23,450.27	18,825.00	(4,625.27)

Sewer Dept

		actual	budget	variance
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4001	NOW Account Interest	6.26	26.00	(19.74)
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REGULAR MEETING

October 9, 2012

7:00 p.m.

	Returned Check			
4002	Charges	96.25	175.00	(78.75)
4103	Late Charges	11,388.92	7,700.00	3,688.92
4104	Service Fees	1,540.00	875.00	665.00
	ADMIN			
	REVENUES	13,031.43	8,776.00	4,255.43
4101	Sales	188,866.59	207,291.74	(18,425.15)
4105	Tapping Fees	250.00	0.00	250.00
		0.00	25.00	(25.00)
	W/S			
	REVENUES	189,116.59	207,316.74	(18,200.15)
	Salaries & Benefits	75,233.15	63,326.24	(11,906.91)
5012	Wages			
5011	Admin	6,341.30	4,523.00	(1,818.30)
	Public Works	29,292.53	19,630.00	(9,662.53)
5010	Overtime			
	Public Works	3,977.13	3,500.00	(477.13)
5014	Health Insurance			
	Admin	2,657.29	2,597.00	(60.29)
	Public Works	9,499.10	10,387.00	887.90
5015	Workers Comp			
	Public Works	833.91	885.00	51.09
5016	OASDI			
	Admin	390.99	278.00	(112.99)
	Public Works	2,054.08	1,433.00	(621.08)
5017	Medicare			
	Admin	91.44	65.00	(26.44)
	Public Works	480.42	336.00	(144.42)
5021	Retirement Plan			
	Admin	189.19	135.00	(54.19)
	Public Works	876.26	694.00	(182.26)
5018	Uniforms	419.71	863.24	443.53
5013	Contract Labor	18,129.80	18,000.00	(129.80)
	Electricity	16,348.32	20,854.50	4,506.18
	Chemicals	10,062.41	7,500.00	(2,562.41)
	Testing & Permits			
	Lab Fees	3,921.25	3,500.00	(421.25)
	Inspection & Permits	1,250.00	1,500.00	250.00
	Sewer Easement			
	Payment	0.00	75.00	75.00
	Repair & Maintenance			
5404	System R & M	1,810.78	2,500.00	689.22
5505	Parts & Supplies	5,113.41	8,000.00	2,886.59

REGULAR MEETING

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7:00 p.m.

5203	Equipment Rental	3,074.41	100.00	(2,974.41)
5818	Contracted Expense	798.00	4,500.00	3,702.00
5821	Sludge Removal	1,113.63	1,500.00	386.37
	Transportation			
5105	Vehicle Damage	50.23	75.00	24.78
5106	Vehicle Liability	122.70	265.00	142.30
5201	Equipment R & M	3,935.50	1,500.00	(2,435.50)
5202	Gas & Oil	2,708.00	3,150.00	442.00
	Insurance			
5110	General Liability	136.44	228.00	91.56
5112	Errors & Omissions	239.34	342.00	102.66
5103	Real Property	711.31	900.00	188.69
	Office			
5505	Supplies	794.71	600.00	(194.71)
5201	Equipm R & M	0.00	10.00	10.00
5802	Bank Fees	22.05	90.00	67.95
5803	Collection Fees	0.00	30.00	30.00
5805	Mail & Postage	753.11	1,250.00	496.89
5502	Newspaper Ads	1,148.07	0.00	(1,148.07)
5901	Admin Equipment	419.65	0.00	(419.65)
5817	Communications	738.85	750.00	11.15
	Professional Services			
5814	Engineering Fees	112.00	250.00	138.00
	Other			
5900	Capital	0.00	5,675.00	5,675.00

Neumayer made a motion to approve the adjustments as presented. Cottrell seconded the motion. Votes:

For – Neumayer, Cottrell, and Allen

Against – None

Passed – 3-0

Operations

- **Property Inspections** – Chief Miers stated that Officer Covey was back in full swing and on his regular schedule since Officer Couch's training is complete.
- **Water Dept.** – Scott stated that the city is selling bulk water to several companies working on the Lundy well.
- **Sewer Dept.** – No problems to report.
- **Street Dept.** – Crews are working on several problem areas near the downtown area in anticipation of the Cotton Harvest Festival.
- **Police Dept.** – Chief Miers had to take a call and was unable to report.
- **Animal Control** – several dogs and cats taken to the animal shelter this month.
- **Court** – New security camera system is installed.

REGULAR MEETING

October 9, 2012

7:00 p.m.

- **Tax Dept.** – 94.46% of current property taxes collected as of September 31, 2012.
- **Office** – No major problems.
- **Grants** – No further information.
- **Economic Development** – No new developments.
- **Long Range Planning** – The next project for the Beautification Committee will be the street lights on S. Colket.

Neumayer made a motion to recess the Regular Session and convene in Executive Session for discussion with respect to the purchase, exchange, lease, or value of real property. Neumayer seconded the motion. Votes:

For – Neumayer, Cottrell, and Allen

Against – None

Passed – 3-0

Neumayer made a motion to adjourn the Executive Session and reconvene the Regular Session. Cottrell seconded the motion. Votes:

For – Neumayer, Cottrell, and Allen

Against – None

Passed – 3-0

Neumayer made a motion to adjourn the meeting. Cottrell seconded the motion. Votes:

For – Neumayer, Cottrell, and Allen

Against – None

Passed – 3-0

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

Jeffrey Saunders, Mayor

Attest:

Cindy Scott, City Secretary