

MINUTES OF SPECIAL MEETING OF THE CITY COMMISSION OF THE CITY
OF LUFKIN TEXAS HELD ON 10TH DAY OF AUGUST, 1982, AT 5:00 P.M.

On the 10th day of August, 1982, City Commission of the City of Lufkin, Texas, convened in special meeting in the Council Room at City Hall with the following members thereof, to-wit:

Pitser H. Garrison	Mayor
Percy A. Simond, Jr.	Commissioner, Ward No. 1
Don E. Boyd	Commissioner, Ward No. 2
Bob McCurry	Commissioner, Ward No. 3
Pat Foley	Commissioner, Ward No. 4
Richard Thompson	Commissioner, Ward No. 5
E.C. Wareing	Commissioner, Ward No. 6
Harvey Westerholm	City Manager
Ann Griffin	City Secretary
Libby Sims	Assistant City Secretary

being present, and

Robert L. Flournoy

City Attorney

being absent, when the following business was transacted.

1. Budget Workshop - Proposed City Budget- Fiscal Year 1982-83

Mayor Garrison stated that this special meeting had been called to begin work on the budget for fiscal year 1982-83, to provide opportunity for Commissioners to share questions and concerns regarding same.

Commissioner E. C. Wareing stated that the City of Lufkin is not sure what the property valuation for the coming year will be. Mayor Garrison stated he had visited with Mr. Guy Emanis, Tax Appraisal District, and was reminded that figures from the review board hearings might change the assessed value that has been previously given. Mayor Garrison further stated that the total assesement was not as important as rates that are established. Mayor Garrison stated that he would like for the City Tax Office to inform the Commission regarding values that would be placed on new appraisals based on 1981 values. Mayor Garrison stated that proposed expenses for 1982-83 would be a good starting place for the budget workshop and City Manager Westerholm had suggested that adjustments might be made to some of the City's user fees.

In reviewing the budget for General Government, City Manager Westerholm stated that the decrease in the Sundry charges from \$153,000.00 to \$50,000.00 was a result of all payments being made on Exhibition Center Complex.

Motion was made by Commissioner Pat Foley and seconded by Commissioner Bob McCurry that General Government Budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In a review of Administrative Budget, question was asked by Commissioner Percy Simond regarding employment of a Assistant City Manager. Commissioner Simond stated that he felt the Assistant City Manager position should be filled because if it was necessary last budget year, it should be necessary this year.

In response to question by Commissioner Pat Foley, City Manager Harvey Westerholm stated that at present the Assistant City Manager duties have been divided among Department Heads with Public Works Director, Ron Wesch, handling problems that occur outside City Hall, and City Secretary, Ann Griffin, handling problems that occur inside City Hall.

City Manager Westerholm stated that he had suggested the Assistant City Manager position not be filled because of budget problems

and the state of the economy presently in the City. City Manager Westerholm further stated that an additional \$40,000.00 would be required to hire an Assistant City Manager.

Motion was made by Commissioner Bob McCurry and seconded by Commissioner Percy Simond that Administrative Budget be tentatively approved with the addition of \$40,000.00 to hire an Assistant City Manager. A unanimous affirmative vote was recorded.

In a review of the budget for the Legal Department, motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In a review of Municipal Court Budget, City Manager Westerholm stated the City of Lufkin is required to pay \$5.00 from each fine collected to the State of Texas, and salaries to clerks in this department was increased because of recent personnel study.

Motion was made by Commissioner Pat Foley and seconded by Commissioner Richard Thompson that budget for municipal court be tentatively approved as presented. A unanimous affirmative vote was recorded.

In reviewing Tax Department Budget, City Manager Harvey Westerholm stated that one clerk had been lost through attrition.

Motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that budget for the tax department be tentatively approved as presented. A unanimous affirmative vote was recorded.

In reviewing the budget for Municipal Building, motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In reviewing budget for Data Processing Department, City Manager Harvey Westerholm stated that the new computer system recently installed operates cheaper than previous system, and some display stations have been charged to the departments that are utilizing same.

Motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that budget for data processing be tentatively approved as presented. A unanimous affirmative vote was recorded.

There were no questions regarding Fire and Ambulance Department and motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that tentative approval be given to budget as presented. A unanimous affirmative vote was recorded.

In review of Police Department Budget, question was asked by Commissioner Percy Simond regarding purchase of new police vehicles every year. City Manager Westerholm stated that the cost of maintaining old vehicles in the police department exceeded the cost of replacement.

Commissioner Don Boyd stated that the City of Lufkin might consider issuing patrol units to each patrolman who would be personally responsible for upkeep and maintenance on his car, and this would result in trading cars every two (2) to three (3) years.

Commissioner Pat Foley stated that he would like to have the Manager survey other cities regarding issuance of patrol cars

to officers. Commissioner Pat Foley requested information regarding installation of cages in patrol cars, and Public Works Director Ron Wesch stated they were presently being installed at the City Garage.

Mayor Garrison stated that Police Chief Leonard Latham had requested an additional five (5) patrolmen which would increase the budget \$143,000.00. Mayor Garrison further stated that the police department had not been operating at full staff for some time, and due to the poor economy in the city, he was not in favor of increasing the force by five (5) men.

Commissioner Pat Foley stated he would like to have a statement from Police Chief Leonard Latham regarding reasons for additional personnel.

Commissioner E.C. Wareing stated he would be hesitant to increase the staff by five (5) people but would consider two (2) or three (3) additional because police department is short two (2) or three (3) consistently.

Commissioner Bob McCurry stated that during hard times presently being experienced in the City, he felt the need for police protection would increase.

Mayor Garrison stated that he would like to consider the size of police departments in cities comparable to Lufkin, and he would not be opposed to having a cushion of two (2) or three (3) officers.

Commissioner Don Boyd stated that turnover in the police department was great and soon would be composed of rookie patrolmen.

Commissioner Don Boyd further stated that the City Manager should check into the morale problem in the police department. Commissioner Percy Simond stated that he would like to have a report on how many of the present policemen are continuing their education.

It was a consensus of opinion that the budget for the police department would be considered for approval at a later date.

In consideration of Visitors and Convention Bureau Budget, Mayor Garrison recognized Jerry Huffman, from the Chamber of Commerce. Mr. Huffman stated that the visitors and convention bureau was requesting a full-time position for a clerk, additional signs, lighting of existing signs, an increase of funds for the domino tournament, and promotional material for the opening of the Exposition Center.

Mayor Garrison stated it concerned him that the Chamber of Commerce was looking to this fund for tourist development, and he felt that merchants in the City should contribute money into the fund to promote tourism.

Mr. Huffman stated that dues to the Chamber of Commerce go into the fund and there are 25 volunteers serving on the council of tourism that donate their time.

Mayor Garrison stated the City has other expenses in relation to the Chamber of Commerce and that merchants should match funds provided by the City. Mayor Garrison further stated that if the fund continues to increase the City should consider administration of the Civic Center.

Motion was made by Commissioner Pat Foley and seconded by Commissioner Bob McCurry that budget for visitors and convention bureau be given tentative approval. Following vote was recorded.
Aye: Commissioners Simond, Boyd, McCurry, Foley, Wareing, Thompson.
Nay: Mayor Garrison

Mayor Garrison stated that he hesitated to continue increasing this budget without the City being in control of the funds.

In discussion of the Fire Department Budget, City Manager Westerholm stated that new laws required the purchase of breathing devices for every fireman, and this was a big part of the increase.

Motion was made by Commissioner Percy Simond and seconded by Commissioner Richard Thompson that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In Consideration of budget for the Inspection Department, there were no comments, and motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that tentative approval be given to budget as presented. A unanimous affirmative vote was recorded.

In discussion of the budget for the Health Department, there were no comments and motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of the budget for Sanitation Department, Commissioner Percy Simond requested information regarding problems with one (1) day a week garbage pick-up. City Manager Westerholm stated that problems would be experienced with the clean-up of trash waiting for pick-up day and unsanitary conditions that were due to the hot and humid climate.

Commissioner Bob McCurry stated that he was disturbed about the amount of trash being thrown along the roadway, and if pick-up were cut back to one (1) day a week the problem would increase.

Mayor Garrison stated it might be wise to have an expert review the routes of the City and program of the sanitation department to see if it could be improved.

Commissioner Pat Foley stated he would like to hold this budget in abeyance and consider at next meeting.

Commissioner E.C. Wareing stated that an opinion would not be received from an expert in time for budget consideration. Commissioner Don Boyd stated that the majority of the increase in the budget was due to purchase of equipment which would replace outdated trucks.

Commissioner Percy Simond stated he would like Public Works Director, Ron Wesch, to consider hiring a first class mechanic and a helper to begin work at 4:00 p.m. to do maintenance work during off hours.

Commissioner E.C. Wareing stated that a better and more complete job of repairs would be possible if done during the evening hours. Public Works Director Ron Wesch stated that sanitation trucks only remain disabled overnight if a part has to be ordered.

Mayor Garrison suggested that the budget be tentatively approved and if Commissioners had questions it could be considered at a later date.

Motion was made by Commissioner Richard Thompson and seconded by Commissioner Don Boyd that budget be tentatively approved as presented. The following vote was recorded: Aye: Mayor Garrison, Commissioners Simond, Boyd, McCurry, Wareing, Thompson. Nay: Commissioner Foley.

In consideration of budget for the City Engineering Department, there were no comments and motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Street Operations Budget, there were no comments and motion was made by Commissioner Richard Thompson and seconded by Commissioner Don Boyd that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Parks Department Budget, City Manager Harvey Westerholm stated that this department had assumed responsibility for grounds keeping of City property and esplanades. City Manager Westerholm further stated that this allowed the street department to be free for street work and less cosmetic work.

Motion was made by Commissioner Don Boyd and seconded by Commissioner Percy Simond that budget for parks department be given tentative approval as presented. A unanimous affirmative vote was recorded.

In consideration of budget for Garage Department, motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that tentative approval be given to budget as presented. A unanimous affirmative vote was recorded.

In consideration of City Planning Budget, there were no comments and motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that tentative approval be given to budget as presented. A unanimous affirmative vote was recorded.

In consideration of budget for Zoo, there was no comments and motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that tentative approval be given to budget as presented. A unanimous affirmative vote was recorded.

In consideration of Fire Marshall Budget, there were no comments and motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Water and Sewer Budget, there were no comments and motion was made by Commissioner Don Boyd and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Water Distribution Budget, there were no comments and motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In Consideration of Water Pollution Budget, City Manager Harvey Westerholm stated that the staff had been reduced by one (1) employee whose responsibility was working with the worms.

Motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Water Production Budget, motion was made by Commissioner Don Boyd and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Sewer Distribution Budget, motion was made by Commissioner Pat Foley and seconded by Commissioner Don Boyd that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of the Civic Center Budget, motion was made by Commissioner E. C. Wareing and seconded by Commissioner Pat Foley that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of Special Recreation Budget, motion was made by Commissioner Pat Foley and seconded by Commissioner Percy Simond that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of the Ellen Trout Zoo Special Fund, City Manager Harvey Westerholm stated that this fund was composed of special contributions from different sources and that \$7,500.00 of this fund is to be used for an isolation building at the zoo.

Motion was made by Commissioner Don Boyd and seconded by Commissioner Pat Foley that budget be tentatively approved as presented. A unanimous affirmative vote was recorded.

In consideration of the Revenue Sharing Budget, there were no comments or objections from members of the City Commission.

Mayor Garrison stated he would have no objection to an increase in the ad valorem taxes or an increase in garbage rates. Mayor Garrison further stated the City is faced with a heavy expense in the enlarging of the water supply system, and he recommended that the revenues from an increase in water rates be deposited in a sinking fund to begin preparation for expansion of the water system.

City Manager Harvey Westerholm stated that he would suggest a 32% increase in the water rates.

Commissioner E. C. Wareing stated that an increase in water rates to big users only results in a reduction of the amount of usage.

Mayor Garrison stated that he felt water should be conserved, and the City should put aside money for future water system.

It was a consensus of opinion that an additional budget workshop would be held at 5:00 p.m. on August 24, 1982.

2. There being no further business for consideration, meeting adjourned at 8:25 p.m.



ATTEST:

Ann Griffin
Ann Griffin, City Secretary

Pitser H. Garrison
Pitser H. Garrison, Mayor