

CITY OF HUNTSVILLE, TEXAS

Andy Brauninger, Mayor

Russell Humphrey, Ward 2, 2022
Chairman
Pat Graham, At-Large Position 4
Jon Strong, Ward 4



**CITY COUNCIL FINANCE COMMITTEE AGENDA
TUESDAY, OCTOBER 3, 2023, 9:30 AM**

Huntsville City Hall, 1220 11th Street, Huntsville, Texas, 77340

Persons with disabilities who plan to attend this meeting and may need auxiliary aids or services are requested to contact the City Secretary's office (936.291.5413) two working days prior to the meeting for appropriate arrangements.

1 CALL TO ORDER

2 DISCUSSION/CONSIDERATION

The Finance Committee will hear presentations, discuss, and may consider recommendations to the City Council on the following items.

- a** Approve minutes of the September 5, 2023 Finance Committee meeting
Steve Ritter, Finance Director
- b** Discussion of proposed Budget Amendments
Steve Ritter, Finance Director
- c** Discussion - potential sources of funding for the stormwater drainage project related to "The Woods at Elkin's Lake Subdivision" residential development which Council approved at the August 15, 2023 meeting
Aron Kulhavy, City Manager
- d** Discussion - Fee Schedule relating to Public Improvement permits
Kathlie Jeng-Bulloch, City Engineer

3 ADJOURNMENT

CERTIFICATE

I do hereby certify that the above notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.HuntsvilleTX.gov, in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: September 29, 2023

TIME OF POSTING: 12:00 p.m.

TAKEN DOWN:

Sharon Schultz

Sharon Schultz, Deputy City Secretary

Finance Committee Minutes

September 5, 2023

Members Present: Russell Humphrey, Jon Strong and Pat Graham

Staff Present: Sam Maisel and Steve Ritter

The agenda items discussed were:

- Approved the minutes from the August 1, 2023, meeting.
- Steve discussed the budget amendments that will be presented on the City Council agenda on 09/19/2023.
- Steve discussed the proposed changes to the fiscal policies regarding the purchasing limit increase from \$1K to \$3K before a PO was required for purchasing items. All members of the Finance Committee approved the changes to the fiscal policies.

Budget Amendments FY 23-24

Fin. Comm. - October 3, 2023

Explanation:	Supply chain issues and shortages of all kinds of inventories in general have impacted the City being able to complete purchases of all kinds of goods and services. Due to these issues that the City has no control over there are various purchases of goods and services in FY 22-23 that could not be completed. The following purchases listed which were budgeted for in FY 22-23 are being requested to be "rolled" to the FY 23-24 Budget. The "source" of funds for these "rolled" purchases is Unallocated Reserves/Fund Balances of the applicable Funds. In that the purchases were budgeted for in FY 22-23 but were not able to be fully completed this will have generated Unallocated Reserves/Fund Balance.	
Increase:	General Fund -Numerus Divisions	\$ 1,053,011
Decrease:	General Fund -Unallocated Reserve	\$ 1,053,011
Increase:	Utility Fund -numerus Divisions	\$ 233,742
Decrease:	Utility Fund -Unallocated Reserve	\$ 233,742
Increase:	Solid Waste Fund- Public Works	\$ 75,000
Decrease:	Solid Waste Fund -Unallocated Reserve	\$ 75,000
Increase:	School Resource Officer SRF	\$ 23,332
Decrease:	School Resource Officer SRF-Unallocated Reserve	\$ 23,332
Increase:	Arts & Visitor Center -SRF	\$ 22,100
Decrease:	Arts & Visitios Center SRF-Unallocated Reserve	\$ 22,100
618-840-78040	City Hall Art from Commission would like to roll this Money into the	\$ 22,100.00
	City Hall furnishings budget 817-81702-68905	\$ 22,100.00
Increase:	Capital Equipment Fund -	\$ 448,055
Decrease:	Capital Equipment Fund-Unallocated Reserve	\$ 448,055
Increase:	Computer Equipment Fund -	\$ 134,342
Decrease:	Computer Equipment Fund-Unallocated Reserve	\$ 134,342
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	
	.	

Budget Amendments FY 22-23

Finance Committee - October 3, 2023

Exhibit A

Increase: General Fund - Municipal Court. - Salaries & Benefits	\$	7,039
Increase: General Fund - Police Dept - Salaries & Benefits	\$	26,420
Increase: Solid Waste Fund - Residential Collection - Salaries & Benefits	\$	3,302
Increase: PD School Resource Officer SRF - Salaries & Benefits	\$	6,276
Increase: General Fund - Transfer from PEB Trust	\$	33,459
Increase: Solid Waste Fund - Transfer from PEB Trust	\$	3,302
Increase: PD School Resource Officer SRF - Transfer from PEB Trust	\$	6,276
Increase: PEB Trust Fund - Payment to RHS	\$	23,037
Increase: PEB Trust Fund - Transfer to General Fund	\$	33,459
Increase: PEB Trust Fund - Transfer to Solid Waste Fund	\$	3,302
Increase: PEB Trust Fund - Transfer to PD School Resource Officer SRF	\$	6,276

Explanation:	City Policy includes provision for paying 2/3 of unused Sick Leave into a Retiree Health Savings account for an employee who is retiring and will be receiving TMRS retirement payments and who is less than 65 years of age at their retirement date. The policy was implemented in the 17-18 fiscal year effective January 1, 2018. There were 6 employees in the 22-23 fiscal year that qualified to receive this benefit. Intent of the Policy is to use PEB Trust funds to pay for this retirement benefit of paying 2/3 of unused Sick Leave into an RHS for qualifying employees retiring. The PEB Trust was created to offset OPEB Liability and eventually pay for various retiree benefits such as this 2/3 Sick Leave.
--------------	--



CITY COUNCIL FINANCE COMMITTEE AGENDA

10/3/2023

Agenda Item Number: 2.d.

Agenda Item: Discussion - Fee Schedule relating to Public Improvement permits

Initiating Department/Presenter: Finance

Presenter:
Kathlie Jeng-Bulloch, City Engineer

Discussion:

Previous Council Action: Discussion - Fee Schedule relating to Public Improvement permits

Financial Implications:

Associated Information: