



**A Meeting of the Waco  
City Council Budget & Audit Committee or  
A Meeting of the City Council, Acting as  
City Council Budget & Audit Committee  
Regular Meeting  
Public Notice**

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Tuesday, August 13, 2019

1:30 PM

City Hall - 3rd Floor Conference Room  
300 Austin Ave, Waco, TX 76701

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**AGENDA**

**I. Call to Order**

**II. Minutes Approval**

1. Budget & Audit Committee - Regular Meeting - July 9, 2019

**III. Discussions**

1. Organizational Update
2. Discussion concerning Behavioral Health Leadership Team Priorities, including Phase 1: Medical Clearance Initiative Request
3. Discussion of Mary Avenue Streetscape and Solid Waste Collection District
4. Discussion of Fiscal Year 2019-20 Preliminary Operating and Capital Improvements Program (CIP) Budgets, including discussion of General Fund Assignments
5. Discussion of revision to Loan Servicing in the Rehabilitation/Reconstruction Program

**IV. Request for Future Agenda Items and Next Meeting Date**

The Committee/City Council may go into Executive Session on any item listed on the Agenda in accordance with Chapter 551 of the Government Code, specifically including Sec. 551.071(2) (attorney-client privilege/relationship).

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Wiley Stem, III, City Manager

It is the opinion of the City Attorney's Office that this agenda complies with the requirements of Chapter 551 of the Texas Government Code.

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Jennifer Richie, City Attorney

I hereby certify that this notice was posted at Waco City Hall on the \_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_ AM/PM.

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Esmeralda Hudson, City Secretary

**Note:** Persons with disabilities who plan to attend this meeting and who need auxiliary aides or services should contact the City Secretary's Office, at (254) 750-5750 at least twenty-four (24) hours before this meeting so that appropriate arrangements can be made.



**A Meeting of the  
City Council acting as the  
Budget & Audit Committee  
Summary Notes**

Tuesday, July 9, 2019

1:31 PM

City Hall - 3rd Floor Conference Room  
300 Austin Ave, Waco, TX 76701

**I. Call to Order**

Council Members Present: Mayor Kyle Deaver, Andrea Barefield, Hector Sabido, John Kinnaird, Dillon Meek and Jim Holmes

Mayor Deaver called to order a meeting of the City Council acting as the Budget and Audit Committee at 1:31 p.m.

**II. Minutes Approval**

**Budget & Audit Committee - Regular Meeting – June 11, 2019**

Minutes were approved as presented.

**III. Discussions**

**1. Discussion of the performance measurements and funding recommendations of Federal Funds from the Department of Housing and Urban Development (HUD) for the 2019-2020 Annual Action Plan**

Galen Price, Housing and Community Development Director, provided an overview, which is on file in the City Secretary's Office, of allocations and recommendations for the Community Development Block Grant (CDBG) and the Home Investment Partnerships Program (HOME) as well as performance measurements. The presentation included funding history and the decrease in funding from the federal level, Housing and Facility requests and next steps.

Discussion included timing of requests and funding, allocation of recommended funds to the various organizations and how funds are tracked once awarded. Discussion included the current agency funding versus requested funding and accomplishments of agencies recommended for funding.

Staff was asked to:

- Track and make clear definitions of outcomes;
- Collaborate with other organizations to make sure agencies know about funding opportunities; and
- Look at the strategic use of funding.

**2. Discussion of Motorola Regional Radio Tower System Upgrades**

Bobby Tatum, Fire Chief, introduced Colin Wetzel, Account Manager, Motorola, who gave an overview of the presentation, which is on file in the City Secretary's Office, for McLennan County regarding Radio Tower system upgrades. The purpose of the upgrades include coverage deficiencies and outside county coverage for mutual aid assists. Discussion included current system coverage, the scope of work at each site, implementation options and cost for maintenance and installation.

Committee asked Staff to provide an update on maintenance and the system upgrade agreement (SUA) pricing summary.

### **3. Discussion of City Employee Retention Initiatives**

Missie Pustejovsky, Human Resource Director, gave a presentation, which is on file in the City Secretary's Office, on employee retention challenges and initiatives, which include the use of overtime and flex time, take home vehicles, salary adjustments for new hires and retaining employees with specific training and certifications. Initiatives included career ladder pay ranges, overtime, onboarding, deferred compensation plan evaluation and evaluating the exit interview process.

Discussion included the current vacancies compared to previous years.

### **4. Discussion of City Employee Health Insurance**

Missie Pustejovsky, Human Resource Director, and Morgan Young, from Holmes Murphy and Associates, presented an update, which is on file in the City Secretary's Office, on the Fiscal Year 2019-2020 Employee Health Insurance including employee costs and telemedicine options, value based care and the shared savings model with Baylor Scott and White Quality Alliance. Missie Pustejovsky also gave an update on employee communications regarding health insurance, open enrollment and the employee health clinic transition.

### **5. Discussion and Update on Fiscal Year 2019-2020 Preliminary Operating Budget and Capital Improvement Program (CIP), including Council Budget Priorities: a. Infrastructure; b. Compensation; c. Benefits; d. Public Safety; e. Code Enforcement; f. Strategic Economic Development; and g. Equitable Practices; Discussion of 5-Year (Fiscal Year 2019-2020 through Fiscal Year 2023-2024) CIP for General Government, Utilities and Solid Waste; and Discussion of Utilities and Solid Waste Rates**

Justin Alderete, Assistant Director of Finance, gave an overview of the preliminary 2019-2020 budget, including council priorities, changes and consistencies in the budget, department presentation summaries and key dates for budget filing. He also reviewed sections of the budget packet. A copy of the preliminary budget as well as the presentation is on file in the City Secretary's Office.

Jim Reed, CIP Manager, presented information about Capital Improvement Projects (CIP) including planned pavement projects, street maintenance and preservation projects. Discussion included types of street treatment, costs and maps of areas by district as well as a timeframe for projects. The importance of preservation and aligning street project timing with fiscal year funding, ADA transition plan improvements and street and water utility specific projects were also discussed.

Lisa Tyer, Utilities Director, gave an overview of the total requested amount for Utility CIP's, including water and wastewater, water rates and a multiple city comparison of rates. Discussion included the need for additional space for the Utilities department.

Charles Dowdell, Solid Waste Director, presented an overview of the Solid Waste Service CIP projects and rates. Discussion including increasing diversion programs and rate projections.

Also discussed was organizational changes and fiscal impact for the Cameron Park Zoo, other funds including Risk Management, Economic Development, Fleet and Transit were also reviewed.

**6. Discussion of request for proposals for professional auditing services and recommendation of the selection of the external auditors for approval by the City Council**

Janice Andrews, Finance Director, gave a handout, which is on file in the City Secretary's Office, highlighting the results from the Professional Auditing Services RFP. A motion was made by John Kinnaird to recommend using the firm of Jaynes, Reitmeier, Boyd and Therrell, P.C. (JRBT) for auditing services. A second was made by Andrea Barefield. All present voted in the affirmative. Motion passed.

**IV. Request for Future Agenda Items and Next Meeting Date**

Future agenda items include career advancement opportunities for job training funding.

The next meeting is scheduled for August 13, 2019, at 1:30 p.m. in the 3<sup>rd</sup> Floor Conference room of Waco City Hall.

The meeting adjourned at 4:41 p.m.

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Liz Caraway, Assistant City Secretary

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Kyle Deaver, Mayor

Approved on: \_\_\_\_\_