



**WACO CITY COUNCIL MEETING MINUTES  
 APRIL 10, 2018  
 2:06 PM TO 5:05 PM  
 CITY HALL - 3RD FLOOR CONFERENCE ROOM  
 300 AUSTIN AVE, WACO, TX 76701**

**CALL TO ORDER**

| Attendee Name   | Title                        | Status  | Arrived |
|-----------------|------------------------------|---------|---------|
| Kyle Deaver     | Mayor                        | Present |         |
| Jim Holmes      | Mayor Pro Tem, District V    | Present |         |
| Noah Jackson Jr | Council Member, District I   | Present |         |
| Alice Rodriguez | Council Member, District II  | Present |         |
| John Kinnaird   | Council Member, District III | Present |         |
| Dillon Meek     | Council Member, District IV  | Present |         |

Mayor Deaver called the meeting to order at 2:06 P.M.

1. Discussion of FY 2017-2018 Operating Budget, CIP Budget, and fee Schedule and of FY 2018-2019 Preliminary Operating Budget, CIP Budget, fee Schedule, and Budget Calendar, including:

- a. Council Priorities;

Wiley Stem, City Manager, provided an overview of the agenda, explained the General Fund Projection Model and introduced Laura Chiota, Budget Manager, to begin the presentation. The presentation is on file in the City Secretary's Office and included the FY 2018-19 Budget Schedule and Calendar, and an overview of the preliminary budget assumptions.

Presentation highlights included:

- FY 2018-2019 General Fund Revenue and Expense Snapshot,
- FY 2018-2019 Budget Assumptions to address related to expenses, and
- Review of key issues and Council Priorities.

Discussion included sales tax projections, housing lot demolition expense for privately owned property vs. tax foreclosed property, and request for additional code enforcement officers.

Staff was asked to break out salaries and benefits from the Operating Expenditures that were presented.

- b. Discussion of Pavement Management Program, Streets, Program and Funding Options;

Deidra Emerson, Assistant City Manager, introduced Jim Reed, Public Works, CIP Program Manager, who made the presentation. The presentation is on file in the City Secretary's Office and included an overview of the program and explained the Pavement Condition Index (PCI) (Frugro Data). Frugro completed its evaluation of 616 miles of streets in March of 2016. Discussion included the Cartegraph Street PCI Software and Waco's current PCI score of 46.5. The City's goal is to have a PCI value of 70 which is considered satisfactory. A pavement condition funding strategy graph was explained and noted that to keep the City's PCI from declining an investment of at least 15 million dollars would be necessary. Jim Reed also reviewed the Pavement Life-Cycle Cost Analysis, Life-Cycle scenarios related to maintenance and reclamation, and Street Projects currently in progress.

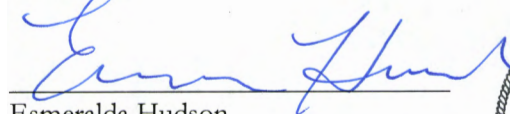
| ITEM NO. | DESCRIPTION   |
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|          | <p>Staff was asked for detailed information on new street construction costs and maintenance costs, copies of the streets projects programmed for the FY 2017-18, and requests for FY 2018-2019.</p> <p>Jim Reed reviewed the current funding resources and projects for pavement management and CIP. In addition he explained timing issues related to street work and bond funding.</p> <p>Council expressed their desire to identify funding to improve City of Waco street conditions including getting ahead of the preventative maintenance program. Discussion included impact fees and bonding options.</p> <p>Council asked staff to schedule a future work session to review street funding and Wiley Stem suggested providing a 10 to 15 year pavement management funding projection scenario. Staff will look into the discrepancy between the starting point PIO and the one presented at this meeting.</p> <p>Council agreed that the main responsibility of local government is addressing infrastructure such as issues with City Street improvement and maintenance.</p> |
| c.       | <p>Discussion of Bond Capacity and Debt Service Tax rate;</p> <p>Janice Andrews, Finance Director, made staff presentation and explained the proposed scenarios. Discussion included the debt rate trend and how to provide additional debt capacity. Other discussion included options for lowering tax percentages and staff was asked to schedule a discussion about the options while evaluating the City's critical infrastructure priorities and needs.</p> <p>Staff was asked to provide additional information on debt services if the numbers are moved around for debt payments.</p>  |
| d.       | <p>Discussion of the Health Insurance, the Employee Health Clinic, and Employee Compensation;</p> <p>Missie Pustejovsky, Human Resources Director, made presentation. The presentation is on file in the City Secretary's Office and included an update on evaluating health insurance funding projections for both the current network and tiered network options. An update on the employee health clinic was also provided including recommendations to improve services and access to the clinic. Recommendations from the employee compensation study were also discussed.</p> <p>Staff was asked to conduct an employee survey on use of the employee health clinic and get feedback on why employees choose not to utilize the clinic.</p> <p>Mayor Deaver recessed the meeting at 3:50 p.m. for a break and reconvened the meeting at 4:11 p.m.</p>   |
| e.       | <p>Discussion and update of the Police Department;</p> <p>Bradley Ford, Assistant City Manager, provided an update. The presentation is on file in the City Secretary's Office and included an update on staffing and requests for additional positions in FY 2018-2019. Additional positions would be used to form a tactical team to</p>  |

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|          | <p>address crime trends. The FY 2017-2018 staffing requests were for 6 additional positions. Ryan Holt, Waco Police Chief, explained plans for the additional positions.</p>  |
| f.       | <p>Discussion of Code Enforcement; and<br/>Bradley Ford provided an update on Code Enforcement including current program structure, staffing and workload. Staff recommends balancing the workload and creating efficiencies to move from a complaint based structure to a more proactive structure. A request for two additional code enforcement positions is anticipated. Discussion included CDBG funds that may be available to provide homeowners with financial assistant to repair code enforcement violations.</p> <p>Council expressed their support of funding code enforcement with the General Fund and utilizing CDBG funds to assist homeowners with code violations.</p> <p>Staff was asked to consider a plan to target all available resources to improve an area/neighborhood and then evaluate the economic impact of the investment. This strategic targeting could include community policing. A future discussion on selecting the first area may need to be scheduled.</p>  |
| g.       | <p>Discussion of application process for outside agencies funding requests.</p> <p>Laura Chiota provided an overview of the prior 6 years of funding for economic development partners, percent of City funds utilized for salary expense as a percentage of total revenues. An overview of historical economic development incentive funding was also provided.</p> <p>Council is still interested in identifying ways to assist Waco ISD's school improvement plan efforts. Staff was asked to provide minutes from the January Waco ISD and City of Waco Intergovernmental Meeting where the recommendation to identify City of Waco resources to assist with the school improvement plan.</p> <p>Staff was also asked to provide a summary of outside agency funding applications, performance of agencies with past funding, and their ability to meet current goals and priorities. In addition, staff was also asked to review the fiscal constraint on City of Waco allocations to outside agencies. The City is currently following guidelines of 1% of General Fund.</p> <p>Staff was asked to consider adding a Coordinated Grant Writer position.</p> |
| 2.       | <p>Discussion and update on the Tyler Conversion Project.</p> <p>James Brown, Information Technology Director, made presentation. The presentation is on file in the City Secretary's Office and included an overview of the project background including the original timeline and current timeline. A review of the project status by phase was discussed including planning to upgrade the latest version prior to going live with Utility Billing in March 2019. James Brown explained that OpenGov will be implemented to provide a citizen portal to the information collected in Tyler and provided the cost and resources to implement OpenGov.</p>   |

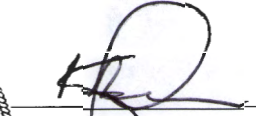
**THERE BEING NO FURTHER BUSINESS THE MEETING WAS ADJOURNED AT 5:05 P.M.**

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ATTEST:



Esmeralda Hudson  
City Secretary

  
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Kyle Deaver, Mayor  
City of Waco, Texas

APPROVED BY COUNCIL: MAY 1, 2018