

**SPECIAL COMMISSION MEETING MINUTES  
MONDAY, SEPTEMBER 15, 2008  
5:15 P.M.**

The Board of Commissioners met in Special Session at 5:15 p.m. with Mayor Virgil O. Horn, Jr., presiding.

Those in attendance were:

COMMISSIONER RICHARD GONZALES  
COMMISSIONER ALEC HENDRYX  
COMMISSIONER PAM JONES

City Staff in attendance were:

CITY MANAGER JEFF MORRIS  
CITY CLERK CINDY PRICE  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
ENGINEERING SUPERINTENDENT SCOTT MASSMAN  
ARCHITECT/PLANNER DENNIS JACOBS

- A. **CALL TO ORDER** – Mayor Horn
- B. **INVOCATION** – Rev. Horn
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- F. **PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**

1. FY2009 Budget Hearing

- City Manager Jeff Morris and Finance Director Stephanie Richardson both addressed the Commission stating the mill levy is being kept the same as last year. While the mill levy is the same as last year, the assessed valuation is up which will bring in additional dollars into the city. The increase in valuation is primarily due to the refinery, however, they are protesting their tax payment so the majority of the increased dollars has to be set aside pending the outcome of the protest. This budget includes two additional employees in the street department beginning the first of the year.
- Mayor Horn opened the hearing for public comments.
- Mayor Horn closed the public hearing.

2. Resolution No. R-08-126 – A Resolution to certify the FY2009 Budget

MOTION: Move that Resolution No. R-08-126 be approved for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER HENDRYX AND SECONDED BY COMMISSIONER GONZALES. ROLL CALL VOTE - ALL AYE

I. **NEW BUSINESS**

1. Resolution No. R-08-123 – A Resolution to execute a Real Estate Lease Agreement with SRS.

- Architect/Planner Dennis Jacobs addressed the Commission stating the City received a request for proposal for renovations at the SRS office to be included with a new lease.

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The terms of new lease require the City furnish and install new carpeting, new painted walls, a small amount of remodeling and new accessible door operators. The new lease was successfully negotiated with an increased rent of 58% over the previous amount which will cover the costs to the City of the remodeling over the 24-months of the new lease. The new rent is \$8.85 per square foot annually based upon 8,027 square feet of space.

**MOTION:** Move that Resolution No. R-08-123 be approved for adoption.

**ACTION:** THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER HENDRYX. ROLL CALL VOTE - ALL AYE

2. Resolution No. R-08-124 – A Resolution to execute amendments 1 and 2 to the Memorandum of Agreement with the IUOE.

■ City Manager Jeff Morris addressed the Commission stating the International Union of Operating Engineers and the City have worked out two amendments to the Memorandum of Agreement. The first will add a piece of equipment to the heavy equipment listing. The second is to apply to all promotions within the Electric Generation Plant to include training opportunities, testing procedures and training periods

**MOTION:** Move that Resolution No. R-08-124 be approved for adoption.

**ACTION:** THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER JONES. ROLL CALL VOTE - ALL AYE

3. Resolution No. R-08-125 – A Resolution to authorize payment to Terracon Consultants for Phase 1 Environmental Site Assessment at 307 North Central.

■ Engineering Superintendent Scott Massman addressed the Commission stating bids were received for a Phase 1 Environmental Assessment of property located at 307 North Central. This property is part of an ongoing FEMA buyout program for homes within the 100-year flood plain which received more than 50% damage from the July 2007 flood. Commercially zoned properties must have a Phase 1 Environmental Assessment even though the property was considered a residence. Terracon Consultants provided the low bid at \$2,200. Additionally a chain of title is required which will not exceed \$500. The city will be responsible for 5% of the total costs of the environmental assessment.

**MOTION:** Move that Resolution No. R-08-125 be approved for adoption.

**ACTION:** THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER HENDRYX. ROLL CALL VOTE - ALL AYE

4. Resolution No. R-08-127 – A Resolution to attest to an increase in tax revenues for Budget Year 2009.

■ Finance Director Stephanie Richardson addressed the Commission stating if the City levies more tax dollars in one year than the last we are required to adopt a resolution to make the public aware of the increase.

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MOTION: Move that Resolution No. R-08-127 be approved for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER HENDRYX AND  
SECONDED BY COMMISSIONER JONES.. ROLL CALL VOTE -  
ALL AYE

**L. ADJOURNMENT**

MOTION: Move to adjourn.

ACTION: THE MOTION WAS MADE BY MAYOR HORN AND SECONDED  
BY COMMISSIONER GONZALES. ROLL CALL VOTE - ALL AYE

Time the meeting was adjourned: 5:40 p.m.

09/23/08  
Date the minutes were approved

Cindy Price  
Cindy Price, City Clerk