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MINUTES

GENERAL GOVERNMENT AND FINANCE (GGAF) ADVISORY SUBCOMMITTEE OF THE CITY OF GEORGETOWN, TEXAS

The General Government and Finance (GGAF) Advisory Subcommittee met at **1:30 p.m.** on **Monday, October 26, 2009**, in the **City Hall Main Floor Conference Room**, located at **113 East 8th Street**, Georgetown, Texas.

Members Present: Keith Brainard, Chair, Patty Eason, Dale Ross

Members Absent: None

Staff Present: Paul Brandenburg, City Manager, Micki Rundell, Chief Financial Officer, Jim Briggs, ACM Utilities, Robert Fite, Fire Chief, Laurie Brewer, Assistant Director of Finance and Administration, Terry Jones, Chris Foster, Lorie Lankford, Glenn Dishong and Kathy Ragsdale

Keith Brainard welcomed everyone to the meeting and called the meeting to order at 1:33 p.m.

1. Review and approve minutes from previous meeting – Danella Elliott
 - Minutes were not discussed. The members were not able to access the agenda packet that was e-mailed to them.
2. Review update of the Public Safety Needs Assessment and related impacts to the City's Facility Plan – Paul Brandenburg, Micki Rundell, Terry Jones (*Consultant will be on hand to present updated information*)
 - Presentation by Brinkley Sargent Architects.
 - Four options were presented with discussion on each. The start date for each option is January 2010.
 - Paul noted that the most immediate option is D1. This would be an 8 or 9 year solution. This option was discussed heavily. Option D1 is to renovate the old Library and split the PD between existing facility and the old library. The Court staff would move across the street to the existing City Building at 7th and Main. This space would need to be renovated and the costs are included in the proposal. Fire Station 5 will be built at a proposed location of Shell Road and Bel Aire. Fire Admin would move here along with a Public Works Facility and satellite location for Police. Utilities will contribute to the construction costs if a Public Works Facility is located here. Police will move out of the Police Substation in Sun City.
 - Dale asked about Fire Station 2. Station 2 does need to remain for response times and location. Police and Fire have been involved in this process.



- Dale has a concern about the size of the Police Evidence Room if they are located at the old Library. This will be addressed once the interior of the building is designed.
 - Option D1 would split the Police Department between three buildings; existing facility, old library, and GCAT building.
 - Keith suggested D1 now and D2 in a few years. Patty expressed concern about having the Police split between three buildings.
 - Micki said all options will require bond funding. Paul said we could pursue the option of ESD contributing to the construction Fire Station 5.
 - We do not have an option on the land at Shell Road. Keith is in favor of moving forward to purchase the land. He said Option D1 with Shell Road Option A.
 - Council Workshop is scheduled for November 10th.
 - The sale of the Albertsons Building will need to go through the bid process again because none of the previous bidders met the minimum bid requirement. Micki will be speaking with bond council to determine what we legally can do with Albertsons if the City has to take a loss. GEDCO 4A will probably need to be involved.
 - Paul noted that the old Fire Station 1 space will be freed up, but will require renovation to meet code requirements.
 - 7% inflation factor built into the cost projections.
3. Discussion regarding Water utility policies and rates – Jim Briggs, Micki Rundell, Glenn Dishong (*Conservation rates and related financial policies that are impacted*)
- A power point was presented by Jim Briggs. The last time the base rates were updated was 1985. Conservation rates were put into effect in 1997.
 - Discussion on various slides. Direction to Staff from Keith:

**Summary of Recommended Water Action Plan from Oct. 26th Meeting
As edited by Keith Brainard 11/2/09**

- 1) Raise the base charge rate on ¾” meters to \$18.50 over the next 2 years; a \$1 change each year.
- 2) Revise the volumetric charges over the next 2 years to match the remaining revenue requirement needed to fund the debt issued on the plant expansion. For example \$2.25 goes to \$2.30 then in year 2 \$2.30 to 2.35 if needed after fixed rate adjustment is made.
- 3) Create a conservation block starting at 75 kgal.
- 4) Create a super commercial user block to charge \$3 per kgal for usage over 10 million gallons in a month.
- 5) Scale meter charges to meet the AWWA scaling factors. The charges should be phased in over the next 4 years.
- 6) Change the ordinance on water rates to review the water rates every 3 years with proposed changes reflecting the change in the Regional CPI figure, and those proposed rates to be rounded to the nearest nickel. These changes should be presented in the same year as the water impact fees.
- 7) Establish a “low income” process similar to sewer to assist low income customers.
- 8) Establish a “rainy day” reserve independent of the “contingency reserve” in the Water Fund to offset weather related revenue impacts. Keith will propose from the dais a cap on the size of the rainy day reserve and welcome suggestions.



4. Status update on the RFP process for the 2010 Quality of Life Survey – Micki Rundell
 - Keith requested the Quality of Life Survey results to be e-mailed to the committee.

Meeting adjourned at 3:07 p.m.

Certificate of Posting

I, Jessica Hamilton, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 113 E. 8th Street, a place readily accessible to the general public at all times, on the _____ day of _____, 2009, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Jessica Hamilton, Assistant City Secretary