

**The City of Newark  
City Council Minutes  
Thursday, March 15, 2012**

**I. Call to Order**

Mayor Pro Tem Laura Pixler called the meeting to order at 7:00 p.m. on Thursday, March 15, 2012 at 7:00 p.m. in the Newark Municipal Building located at 209 Hudson Street, Newark, Texas. Those present were: Mayor Pro Tem Laura Pixler, Council Member Chana Massey, Council Member Linda Anderson, Council Member Bob Wells, Council Member Doug Anderson, Financial Advisor Ted Christensen, and City Administrator Diane Rasor.

**II. Invocation**

Council Member Doug Anderson delivered the invocation.

**III. Citizen Comments**

Ms. Mary Ann Wells reminded the Council and citizens of the Annual Easter Egg Hunt scheduled for Saturday, March 31<sup>st</sup> from 10:00 am to 12:00 noon and asked for volunteers to help.

**IV. Consent Agenda – A. Approval of Minutes, B. Approval of Accounts Payable, C. Approval of Financial Data for February – March 2012, D. Approval of Staff Reports**

Council Member Doug Anderson moved to accept the consent agenda items A-D; Council Member Massey seconded the motion. All approved. Motion passed.

**V. Regular Meeting**

**1. Consider and act on appointing Linda Anderson to the City Council Place 3 to replace Bandy Hicks.**

Council Member Wells moved to appoint Linda Anderson to Place 3 replacing Bandy Hicks effective immediately; Council Member Doug Anderson seconded the motion. All approved. Motion passed. City Administrator Diane Rasor swore in Ms. Anderson.

**2. Consider and act on adopting a Resolution approving the actions of the Newark Cultural Education Facilities Finance Corporation Lease Revenue Bonds (A.W. Brown-Fellowship Leadership Academy) Series 2012A, and taxable Lease Revenue Bonds (A.W. Brown-Fellowship Leadership Academy) Series 2012B, Lease with Option to Purchase; Trust Indenture; Bond Purchase Agreement; a Public Hearing; and other matters in connection therewith.**

The bond finance will help the Academy improve their schools.

Council Member Massey moved to adopt the Resolution approving actions of the Newark Cultural Educational Facilities Finance Corporation Lease Revenue Bonds Series 2012A and B; Council Member Wells seconded the motion. All approved. Motion passed.

**3. Consider and act on appointing Leslie Pierson to the Library Board.**

Council Member Wells moved to appoint Leslie Pierson to the Library Board; Council Member Massey seconded the motion. All approved. Motion passed.

**4. Consider and act on amending the Library Board Bylaws.**

The Library Board wants to have quarterly meetings as opposed to monthly meetings and allow Board Members to be appointed for more than just one term of two years.

Council Member Massey moved to amend the Library Bylaws as presented; Council Member Wells seconded the motion. All approved. Motion passed.

**5. Presentation, discussion and action on the construction and funding of the new City Hall and the painting of the Water Tower on FM 718.**

Council Member Wells' presentation showed the adjusted budget figures that will allow the renovation of the building at 209 Hudson and the water tower project to be accomplished. These adjustments will also allow a new rotor to be built for the sewer plant. (See attached for adjusted budget figures)

Mayor Pro Tem Pixler stated she didn't feel comfortable spending \$30,000-\$40,000 on the remodel of the building when the City needs to focus on the sewer lines. Council Member Linda Anderson agreed the infrastructure should be improved before a new City Hall is remodeled.

Council Member Massey stated the sewer line on FM 3433, Rogers Road, and the Library's roof are her top three priorities and they are accounted for in the budget. The renovation of the Municipal Building is the next priority, stating it is vital for the City to lead by example to begin code enforcement. The water tower project is next on the priority list due to the same reason; the City can't expect citizens to comply to codes if it doesn't do that itself. She would like to see a line item for road repairs depending on what the engineer's report states. Last would be the gymnasium and parks.

Council Member Doug Anderson stated that making these renovations will help economic development and will give a community center back to the citizens.

Council Member Wells moved to approve the renovation for the new Town Hall and Town Square for approximately \$36,000, the sandblasting and painting of the water tower for

\$11,500, and contract with Ben Strong, after the Mayor approves the contract, to remodel the City Hall; Council Member Massey seconded the motion.

Ayes: Council Member Wells, Council Member Linda Anderson, Council Member Chana Massey, and Council Member Doug Anderson. Nays: Mayor Pro Tem Pixler. Abstentions: None. The motion passed with four (4) ayes, one (1) nay, and zero (0) abstentions.

**6. Consider and act on authorizing the Mayor and Public Works Director to select a contractor to repair the sewer line leaks and man holes on FM 3433 and approve funds in an amount "not to exceed".**

Council Member Massey authorized the Mayor and Public Works Director to select a contractor to repair the sewer line leaks and man holes on FM 3433 and approve funds in an amount not to exceed \$20,000; Council Member Wells seconded the motion. All approved. Motion passed.

**7. Consider and act on the award of a contract by Small Purchase Procurement for the purchase and installation of rotors for TxCDGB #71059.**

Council Member Wells moved to approve the award of a contract by Small Purchase Procurement for the purchase and installation of rotors for TxCDGB #71059; Council Member Doug Anderson seconded the motion. All approved. Motion passed.

**8. Discussion on engineering firms.**

Council Member Massey was in favor of using KSA Engineering for the estimate on repairing the roads. City Administrator Diane Rasor pointed out the emails from Gary Burton stating he could reduce his original estimate of \$17,000. Staff was directed to do more research on the contract with Burton Engineering and begin bidding all projects requiring engineering needs.

**9. Consider and act on the Interlocal Agreement for Wise County Emergency Medical Services inside the City limits per Government Code Chapter 791 and Texas Health and Safety Code 774.001.**

Council Member Massey moved to approve the Interlocal Agreement for Wise County Emergency Medical Services; Council Member Doug Anderson seconded the motion. All approved. Motion passed.

**10. Consider and act on Ordinance No. A-384, cancelling the May 12, 2012 General Election and declaring unopposed candidates elected to office.**

Council Member Wells moved to approve Ordinance No. A-384, cancelling the May 12, 2012 General Election and declaring unopposed candidates elected to office; Council Member Massey seconded the motion. All approved. Motion passed.

**11. Discussion and possible action on establishing a Code Enforcement Department.**

Mr. Don Strange, Code Enforcement Officer for Lewisville, Justin and New Fairview introduced himself and his son, who is also a certified code enforcement officer. Mr. Strange explained the process of bringing a property in to compliance. He will work as few hours as we need him and also on a temporary basis. He does all the property research, generates the letters and emails them to staff to mail. He suggested the City adopt an abatement program. He charges \$30.00 per hour. He does have a uniform without a city name on it and uses a magnet sign on his truck of the City he is working. He gets a compliance rate in Lewisville and Justin of 90%.

**12. Consider and act on continuing Stage 1 of the City's Drought Contingency Plan.**

Leave in Stage 1; No action taken on this item.

**13. Consider and act on getting an appraisal on the property at 310 FM 718.**

The estimated cost of the appraisal is \$400.00 to \$450.00 and will be good for six (6) months.

**VI. Executive Session – Government Code Section 551.071 – Consultation with Attorney – Ellis vs. City of Newark – no discussion at this time. Government Code Section 551.074- Appointment of a Public Employee - Hiring a Public Works Employee.**

The City Council adjourned into executive session at 9:02 p.m. and returned to open session at 9:19 p.m.

**14. Consider and act on executive session item(s).**

Council Member Massey moved to hire James Johnson effective Monday, March 18, 2012 for the Public Works Department; Council Member Wells seconded the motion. All approved. Motion passed.

**15. Adjourn. - The meeting adjourned at 9:20 p.m.**

**APPROVED:**

\_\_\_\_\_  
Laura Pixler, Mayor Pro Tem (Presiding)

\_\_\_\_\_  
Date

**ATTEST:**

\_\_\_\_\_  
Diane Rasor, City Administrator

# Newark 2012 Budget

Adjusted Balances March 2012 13-Mar

## Ordinary Income

### Revenue General Fund

101 Property Taxes	219,592	
102 Delinquent Taxes	6,000	
103 Penalty & Interest	5,000	
104 Sales Tax Collected	80,000	
105 Franchise Fees	42,000	
107 Conduit Loan Income	35,000	25000
120 Building Registration	500	
121 Building Platt Fees	1,000	
122 Building Permits	5,000	
131 Community Center Sale	12,065	-435
132 Towers of Texas	15,480	
135 Petty Cash-Info req-copies etc.	500	
141 SECO-Grant library	3,500	
142 Animal Control Fines	600	
143 Patron Fines & Fees	0	
161 Donations - Spirit of Xmas	0	
162 Parks Donations	100	
170 Interest Income	100	
172 Interest Income CO		
181 Insurance Proceeds	0	
182 Sale of City Assets	0	
183 Oil & Gas Lease	4,875	
184 Royalty Income	0	
185 Auction Income	6,500	
186 Miscellaneous Income	2,000	1000
<b>Total Revenues</b>	<b>Gen Fund</b>	
	439,812	

## Expenditures Administration

### Expenses

201 Bank Service Charges	1,400	
202 Computer Expense-Other	2,000	
203 Computer   web sight	2,600	
204		
207 Copy Machine Expense	840	
208 Chisholm RC&D	0	
209 N Central Tx Council of Govt.	100	
210 TML Dues	487	
211 Electrion Expense	100	-2400
213 Equipment Rental	0	
217 Office Supplies	2,500	
218 Postage	800	
219 Security	0	

	223 Engineering (Burton)	2,000	-4000
	227 Public Notices	5,000	
	229 Wise Co. Appraisal Dist	2,260	
	231 Building Inspector Fees	5,250	
	232 Audit Fees	8,000	
	233 Miscellaneous Expense	1,500	
	234 Legal Fees	35,000	
	235 Consulting	0	
	236 City Building 207 Hudson	26,805	26805
Move City Hall	237 Build City Hall	30,000	30000
Repair Lib. & Paint tower	240 Build Maintenance	16,500	16000
	241 Vehicle Maintenance	0	
	242 Equipment Maintenance	0	
	251 City Electricity	18,000	
	252 Telephone-City	13,000	
	261 Insurance (PI-Liab-TML-Bonds	15,000	
	Worker's Comp	2,482	
	General Liability	1,491	
	Law Enforce. Liability	491	
	Errors & Ommissions	2,298	
	Auto Liability	3,453	
	Auto Collision	4,555	
	Real & Personal Prop	5,200	
	Mobil Equipment	1,910	
		21,880	
	271 Wages-City Secretary	32,497	
	272 Wages-Asst. Clerk	14,190	
	275 Payroll Taxes	18,500	
	276 Retirement Replacement	1,200	
	277 Insurance (Empl. Health)	6,300	
	290 Long Term Debt (CO-1979Bond)	27,275	
	291 Travel/Training	1,300	
	<b>Total Administration</b>	<b>290,404</b>	
	<b>PD/MC</b>		
	302 Computers	0	
	303 Equipment	0	
	306 Training	0	
	308 Uniforms	0	
	310 Misc-Supplies Police	0	
	311 Misc-Warrants	0	
	312 State Comptroller Fees	0	
	313 Labor/Baliff	2,000	-1500
	314 Bailiff	0	
	315 Court Supplies	0	
	316 Code Enforcement	250	
	319 Vehicle Maint. & Gas	0	
	320 Animal Control Expense	1,000	

352 Telephone	0	
371 Wages-Police	0	
375 Payroll Tax-Police	0	
376 Retirement	0	
394 Note Payable-Police Vehicle	0	
396 Police Dept. fine Reve nue	0	
<b>Total Police Expense</b>	<b>3,250</b>	
<b>Fire Department</b>		
451 FD Electricity	4,000	
452 FD Telephone	1,000	
453 FD Gas	1,000	
<b>Total Fire Department Expense</b>	<b>6,000</b>	
<b>Library</b>		
503 Audio/Video	100	
505 Materials & Supplies	2,000	
506 Books	2,000	
507 DVD's	0	
508 Subscriptions	625	
509 Electronics/Equipment	5,200	
510 Travel	400	
512 Miscellaneous-Postage-Col Fees	600	
541 Building Expense	600	
551 Electricity	3,000	
552 Telephone/Internet	1,680	
571 Wages-Lib. Director	17,020	
580 County Grant	-20,424	
581 State Grant	0	
582 Wal-Mart Grant	-1,000	
583 Patron Fines & Fees	-700	
<b>Total Library Expense</b>	<b>11,101</b>	
<b>Parks</b>		
610 Parks & Recreation	1,100	
<b>Total Park Expense</b>	<b>1,100</b>	
<b>Public Works</b>		
717 Street Supplies	1,000	-1000
741 Street Equipment Repair	0	
742 Street Signs	800	
746 Stoll's Driveway Repair	0	
747 Street Repairs-All Other	26,500	-4000
790 Equipment Lease Expense	0	-1000
791 Contract Labor (Jody)	0	
792 Equipment Repair & Signs	2,000	-2000
<b>Total Public Works</b>	<b>30,300</b>	
<b>Total Expenditures Gen Fund</b>	<b>342,155</b>	
<b>Net General Fund</b>	<b>97,657</b>	

**Water & Sewer Revenues**

801 Water Revenue	200,000	
802 Sewer Revenue	82,000	
803 Garbage Collections Billed	74,000	
810 Reconnect Fees	0	
811 Tap Fees	6,000	
812 Meter Deposits	0	
815 Late Fee Charges	9,500	
817 Adjustments	500	
819 Miscellaneous Income	0	
820 Grant Funds Received	0	
870 Interest Income	0	
<b>Total Water &amp; Sewer Revenues</b>	<b>372,000</b>	

**Water & Sewer Expenditures**

Purchase 1 Rotor	902 Chlorinator Expense	5,065	adj 2-16	
	903 Equipment Purchase	29,000		20000
	904 Equipment Rental-Lease	400		
	905 Fire Hydrant Maintenance	500		-1500
	908 Garbage Fees	63,000		
	910 Miscellaneous Equip. Exp.	600		
	911 Permits/Inspection Fees	2,900		
	912 Returned Cks./Bad Debt	100		
	913 TCEQ Fines	0		
	915 UTGCD (.22 per 1000Gal)	10,000		
	917 Office Supplies	600		-500
	918 Postage & Delivery	1,700		
	920 Safety Equipment Exp.	300		-500
	924 Sales Tax on Garbage Exp.	0		
	925 Security	300		
	926 Supplies-General	11,000		
	927 Testing	0		
	928 Lab Fees-Water/Sewer	13,000		
	929 Training/Education	700		-500
	933 Engineering Services	30,000		-2000
	941 Building Maintenance	200		
	942 Vehicles Maintenance	9,500		1500
	943 Equipment Maintenance	500		
	944 Water System Improvements	14,700	adj 2-16	
Sewer Pipe Repair FM3433	945 Maintenance Electric	600		
	946 Sewage Expense	36,000		12000
	947 Water Line Repairs	6,000		-7000

	948 Lift Station Expense	13,000	
	951 Electricity	41,800	
	952 Telephones	7,500	
4 Employees	971 Wages Shawn Joe Jody ?	97,551	-6651
	976 Retirement	4,800	
	977 Insurance Building & Equip.	0	
	978 Insurance Employees	25,200	
	979 Contract Labor (Guinn/Gilliam)	3,000	
	980 Meter Deposit Refunds	700	
	992 Note Payable (1979 Bond)	12,100	
	900 Other WW	5,080	

**Total Water & Sewer Expenditures** 447,396

**Net Water & Sewer** -75,396

**Total Net City Budget** 22,261