



**CITY OF HEDWIG VILLAGE, TEXAS
SPECIAL CITY COUNCIL MEETING
BUDGET WORKSHOP
JULY 18, 2024 – 6:30 P.M.
955 PINEY POINT ROAD**

MINUTES

1. CALL TO ORDER

Mayor Jinks called the meeting to order at 6:30 p.m.

Present: Mayor Tom Jinks

Councilmember Patrick J. Breckon
Councilmember Scott Davis
Councilmember Shirley Rouse
Councilmember Matt Woodruff
Councilmember Clay Trozzo

Wendy Baimbridge, City Administrator
David Gott, Police Chief
Alan Petrov, City Attorney
Lisa Modisette, City Secretary
Yolanda Lopez, Accting/Billing Specialist

Absent: None

2. PLEDGE OF ALLEGIANCE

Mayor Jinks led City Council Members, City staff, and residents in the pledge of allegiance.

3. CITIZEN/VISITOR COMMENTS

Andrea Hermann, 930 Karos Lane, requests the City assume the entire expense for Doody Calls beginning in 2025 without a reduction in the Parks and Beautification budget.

4. DISCUSSION REGARDNG THE PROPOSED HEDWIG VILLAGE 2025 BUDGET.

Wendy Baimbridge, City Administrator, discussed the possibility of the City receiving a \$1.5 million grant for sidewalk improvements at the end of 2024. The grant funds, if received in 2024, will amend the 2024 budget. The grant funds will then be transferred into the Capital Improvement (CIP) Fund. The City will need a cash match in the amount of \$375,000 when the grant funds are received.

Wendy Baimbridge discussed the proposed 2025 Budget. She proposed the 2024 Tax Rate to fund the 2025 Budget remain the same as last year at \$0.336334. The proposed 2025 Budget increases by 1%. The following budget line items were discussed:

- Sales tax revenue is estimated to slightly increase.
- Franchise revenue is expected to increase.
- Permit revenue is expected to decrease.
- Court revenue is expected to remain flat.
- Grant revenue may increase this year if the City receives the \$1.5 million sidewalk grant in 2024.
- The Village Fire Department will retain the Ambulance Reimbursement Funds.
- Personnel expenses are expected to increase due to an increase in salaries for all City employees.

- Capital Budget line item is expected to decrease due to the Hedwig Village Police Department purchasing only two new vehicles in 2025.
- Maintenance and Operations expenses are expected to increase due to the City purchasing a new required ADA voting machine, liability/property insurance increase, and installation of fiber optics at City Hall.
- IDS Engineering Group (IDS) consulting expenses are expected to be approximately \$228,000 for General Engineering Consulting and Infrastructure Consulting.
- The Goodman Corp. expense is expected to be \$41,374 for grant management.
- The Capital improvement (CIP) Fund has a balance of \$1.5 million.
- Street Rehabilitation for 2025 is budgeted for \$300,000, to include all related IDS expenses.
- The Westside Infrastructure Project (WSIP) is budgeted for \$0.00 in 2025. The design work will be paid out of the 2024 budget. Additional WSIP work, beyond the design phase, will necessitate Council action to allocate funds. The City has applied for a \$10 million grant to fund the WSIP. If approved, the grant funds will be received in 2026. When received, the City will have a required \$2 million cash match.
 - IDS expenses are estimated to be \$543,000, including material testing, construction administration, and bidding expenses.
- Excess revenue at the end of the budget year will be transferred into the CIP Fund.
- The City has two outstanding debts – the Police Station will be paid in full in 2034 and the 2020 Tax Note will be paid in full in 2027.
- Storm sewer cleaning and TVing for 2025 will be \$50,393.
- Request to establish a Park Reserve account to offset the estimated \$1.2 million cost to renovate Hedwig Park.

Councilmember Rouse requested streets on the westside of the City be considered for Street Rehab projects or that the budgeted \$300,000 Streets Rehab funds be set aside for the WSIP.

Wendy Baimbridge stated Tim Buscha, IDS, will reassess the City streets to determine a new street priority list.

5. DISCUSSION AND POSSIBLE ACTION ON A PROPOSED 2024 TAX RATE.

Motion was made by Councilmember Woodruff and seconded by Councilmember Davis to set the proposed 2024 Maintenance and Operations (M&O) Tax Rate as \$0.295675 and the Proposed 2024 Interest and Sinking (I&S-Debt) Tax Rate as \$0.040659 for a total 2024 Tax Rate as \$0.336334. Motion carried 5-0.

MOTION CARRIED UNANIMOUSLY

6. DISCUSSION AND POSSIBLE ACTION TO REPLENISH THE EMERGENCY PREPAREDNESS FUND.

Wendy Baimbridge, City Administrator, stated the City has spent approximately \$135,000 on cleanup in the aftermath of the May 16, 2024 high winds storm. The City has not yet paid invoices associated with the cleanup in the aftermath of Hurricane Beryl in July 2024. She requests transferring funds from the Fund Balance to restore the Emergency Fund line item

to the pre-storm balance of \$325,000. A request for reimbursement from FEMA for storm related expenses has been filed.

Motion was made by Councilmember Woodruff and seconded by Councilmember Trozzo to transfer \$130,437.33 from the General Fund to the Emergency Fund effective immediately. Motion carried 5-0.

MOTION CARRIED UNANIMOUSLY

7. SCHEUDLE A PUBLIC HEARING FOR SEPTEMBER 12, 2024.

Mayor Jinks suggested scheduling a public hearing on the 2024 Tax Rate and the 2025 Budget for September 12, 2024.

8. ADJOURN

Motion was made by Councilmember Rouse and seconded by Councilmember Woodruff to adjourn the meeting at 7:48 p.m. Motion carried 5-0.

MOTION CARRIED UNANIMOUSLY

Approved and accepted on August 8, 2024.

ATTEST:

Tom Jinks, Mayor

Lisa Modisette, City Secretary