

**CITY OF VAN ALSTYNE**

**MINUTES**

**City Council Work Session Meeting**

Van Alstyne Community Center

262 N. Preston Ave

**JANUARY 6, 2018**

**1:10 P.M.**

Members present: Mayor Larry Cooper, Teddie Ann Salmon, Robert Jaska, Lee Thomas and Suzon Crowell.

Staff present: Jennifer Gould, Tim Barnes, Ryan Dockery, Judy Kimzey and Steve White.

**AGENDA**

1. Call to Order. *Mayor Cooper called the meeting to order at 2:53pm.*
2. Invocation. *Recited by Mayor Cooper.*
3. Pledges of Allegiance. *US and Texas.*
4. Discussion regarding the Fiscal Year 2017 - 2018 City of Van Alstyne Budget. *Judy Kimzey advised of a needed amendment to the library budget adding \$1,000.00 in expense to cover the cost of maintenance and repair issues caused by the failure of a fifty-year-old HVAC system as well as repair of broken lighting inside the facility. Ryan Dockery advised of the need for a new ambulance as well as staffing concerns. Teddie Ann Salmon suggested that Chief Dockery bring a loan contract before City Council for action that will allow for the purchase of the needed vehicle and equipment with first installments due on or after October 1, 2018. Tim Barnes advised of personnel and salary concerns. Steve White discussed water well failures and concerns for various added expenses for the water, sewer and parks departments. Jennifer Gould detailed concern for FY2018 budget numbers that are not likely to be accurate based on prior year averages and trends based on first quarter actual expenditures. The Hotel Occupancy Tax (HOT) Ordinance previously adopted by City Council is currently not enforced. Staff received direction to add a revenue line item for HOT tax in the amount of \$1,000.00 as well as to research and execution of implementation. It was suggested that engineering and Gateway Planning should be moved out of contract services and into their own expense account, possibly Professional Services. Discussion regarding Community Center rental policies and procedures was held. It was determined that hiring someone on contract to check renters in and out and evaluate the cleanliness of the facility with the title of Community Center Coordinator, under the per-view of the City Clerk. An updated written policy and procedure is needed.*
5. Discussion regarding meeting dates to conduct Interim City Manager interviews. *It was agreed that January 22, 2018 at 4:30pm will be the date of a meeting to continue Interim City Manager interviews.*
6. Adjournment. *Teddie Ann Salmon made a motion to adjourn at 5:03pm. Suzon Crowell seconded the motion and the motion passed unanimously.*

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Teddie Ann Salmon, Mayor Pro Tem

ATTEST:

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Jennifer Gould, City Clerk