

**ULYSSES CITY COUNCIL
REGULAR SESSION
July 25, 2012**

PRESENT:

Mayor: John Battin

Council members Present: Janet Stewart, Dan Widder, Tim McCauley,
Warren Devore, Larry Velasquez

Staff Present: Alan Olson, Dave Black, Margaret Perez, Sheila Maxfield

Visitors: Kellie Euliss, Roger Duncan, Tom Vick, Shayla Jaquez

Mayor John Battin called the meeting to order a 5:00 p.m.

The **Pledge of Allegiance** was led by Mayor Battin.

Council member Janet Stewart led the room in **Opening Prayer**.

Consent Agenda:

Motion by Council member Stewart, seconded by Council member John Duran, to approve the consent agenda. Motion carried unanimously.

Visitors: None

Department Reports:

Business Agenda:

New Business

2011 Audit Presentation

Roger Duncan with Dirks, Anthony and Duncan, LLC reported there were no significant findings in the 2011 audit. In effort to prevent discrepancies, Roger recommended segregation of duties and training and cross training employees. Improving in such areas will alleviate discrepancies and ensure tasks and functions are performed appropriately and are backed-up in the event of unexpected absence. This should successfully be administered as there is adequate number of employees. Also, Roger covered the improvement of board minutes; maintenance of the Minute and Resolution & Ordinance books; write off of old delinquent utility accounts receivable; personnel policies regarding sick pay and vacation hours; bank accounts; lease agreements and management of financial reports to Council members.

Water Rate Ordinance # 1212

Motioned by Council member Duran, seconded by Council member Tim McCauley, to accept Ordinance No. 1212 to increase the utility rate by 18% per month, effective September 1, 2012. Motion carried unanimously.

Sanitation Rate Ordinance #1213

Motioned by Council member Warren Devore, seconded by Council member Duran, to accept Ordinance No 1213 to increase the utility rate by 18% per month, effective September 1, 2012. Motion carried unanimously.

Waste Water Rate Ordinance #1214

Motioned by Council member Larry Velasquez, seconded by Council member Stewart, to accept Ordinance No 1214 to increase the utility rate by 18% per month, effective September 1, 2012 . Motion carried unanimously.

Storm Water Ordinance # 1215

Motioned by Council member Duran, seconded by Council member Stewart, to accept Ordinance No 1215 to increase the utility rate by 18% per month, effective September 1, 2012. Motion carried unanimously.

Old Business

2013 Budget Approval

Interim City Administrator Alan Olson presented the final 2013 budget to be approved to publish in the newspaper. Olson covered the modifications made to the budget and explained that due to Ulysses population exceeding 6,000, the funds must be split between the General, Special Parks and Special Alcohol/Drug Fund. An additional budget cut of \$74,000 to the Water Fund and adjustments to the City Administrator and Police Department Funds were made per council request.

Olson provided a spreadsheet to show the City is at the 99% mark of meeting the reserve funds and 50% mark in reaching the six month funds in the reserve fund, which is ideal.

Motioned by Council member Duran, seconded by Council member Stewart, to approve the publishing of the 2013 budget. Motion carried unanimously.

Staff Comments

City Clerk Margaret Perez read thank you letters from Communities in Schools and Rotary. Police Chief Alan Olson reported three police officers are out on light duty but one will be off light duty next week. Olson stated that Roger Duncan provided a letter to schedule the 2012 audit not to exceed \$15,900.00. The council encouraged Olson to complete bids for 2012 audit.

Council Member's Comments

Council member Stewart suggested the trainings staff and council members attend be included in the minutes for audit purposes. She updated citizens at the Senior Center and shared that their biggest concern were the fireworks. Council member Stewart also inquired about the expense of the fountain. Olson responded the fountain will have a scheduled running time throughout the year which will keep the cost low. Add the fountain has a dual purpose in alleviating the algae issues. Council member Dan Widder thanked Ruben Flores for trimming \$74,000 off the budget and would like to discuss Economic Development during the next council meeting. Council members Duran, McCauley and Velasquez and Mayor Battin thanked the staff for working on the budget and audit. Mayor Battin encouraged the firework committee to meet soon.

Adjournment

At 5:47 p.m. Council member Duran made a motion to adjourn. The motion was seconded by Council member Stewart. Meeting was adjourned.

Mayor John Battin

Council Member Larry Velasquez

Council Member Tim McCauley

Council Member Dan Widder

Council Member Janet Stewart

Council Member John Duran

Council Member Warren Devore

Interim City Administrator Alan Olson

City Clerk Margaret Perez