



**SPECIAL MEETING OF THE  
TEMPLE CITY COUNCIL**

**MUNICIPAL BUILDING  
2 NORTH MAIN STREET  
CITY COUNCIL CHAMBERS – 2<sup>ND</sup> FLOOR**

**MONDAY, AUGUST 26, 2019**

**9:00 A.M.**

**AGENDA**

**I. CALL TO ORDER**

1. Invocation
2. Pledge of Allegiance

**II. BUDGET ITEMS**

3. [2019-9759-R](#): Consider amending Resolution No. 2019-9718-R, which set the date, time and place of public hearings on the proposed FY 2019-2020 Budget for August 1, 2019 at 5:00 p.m. and August 23, 2019 at 8:30 a.m. in the City Council Chambers, to change the August 23, 2019 hearing to September 19, 2019 at 5:00 p.m. in the City Council Chambers.
4. [2019-9760-R](#): Discuss proposed tax rate and:
  - (A) Consider adopting a resolution scheduling the two public hearings on the proposed tax rate for 5:00 p.m. on September 5, 2019 and 9:00 a.m. on September 9, 2019 (Special City Council meeting); and
  - (B) Consider adopting a resolution scheduling the adoption of the proposed tax rate for September 19, 2019.

**III. REGULAR AGENDA**

5. [2019-9761-R](#): Consider adopting a resolution revising the City's monetary and purchasing guidelines and repealing prior purchasing resolutions.

***City Council will recess the meeting and convene the executive sessions in the 3<sup>rd</sup> Floor Conference Room.***

#### **IV. EXECUTIVE SESSION**

6. Discuss the status of various right-of-way acquisitions.

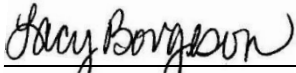
*Pursuant to Texas Government Code Section 551.072, the City Council may meet in closed session to deliberate the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.*

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***The City Council reserves the right to discuss any items in executive (closed) session whenever permitted by the Texas Open Meetings Act.***

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I hereby certify that a true and correct copy of this Notice of Meeting was posted in a public place at 7:25 am, on Friday, August 23, 2019.



\_\_\_\_\_  
City Secretary, TRMC

***SPECIAL ACCOMMODATIONS:*** *Persons with disabilities who have special communication or accommodation needs and desire to attend this meeting should notify the City Secretary's Office by mail or telephone 48 hours prior to the meeting date.*

I certify that this Notice of Meeting Agenda was removed by me from the outside bulletin board in front of the City Municipal Building on \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
Title \_\_\_\_\_



## COUNCIL AGENDA ITEM MEMORANDUM

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Item #3  
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**DEPT./DIVISION SUBMISSION & REVIEW:**

Brynn Myers, City Manager  
Traci Barnard, Director of Finance

**ITEM DESCRIPTION:** Consider amending Resolution No. 2019-9718-R, which set the date, time and place of public hearings on the proposed FY 2019-2020 Budget for August 1, 2019 at 5:00 p.m. and August 23, 2019 at 8:30 a.m. in the City Council Chambers, to change the August 23, 2019 hearing to September 19, 2019 at 5:00 p.m. in the City Council Chambers.

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**ITEM SUMMARY:** On July 11, 2019, through Resolution No. 2019-9718-R, the City Council set the date, time and place of public hearings on the proposed FY 2019-2020 Budget for August 1, 2019 at 5:00 p.m. and August 23, 2019 at 8:30 a.m. in the City Council Chambers.

This proposed resolution did comply with the City Charter requirement that the date, time and place of the public hearing on the proposed budget be set at the first regular Council meeting after the budget is filed. The public hearing was held on August 1, 2019 (Regular Council meeting) where citizen comments were received on the operating budget.

Due to failure to properly post notice of the August 23, 2019 meeting on the City's website in accordance with the Texas Open Meetings Act, the August 23<sup>rd</sup> meeting will need to be rescheduled for September 19, 2019 at 5:00 p.m. in the City Council Chambers, just prior to the scheduled adoption of the budget.

Additional public hearings for the FY 2019-2020 Proposed Budget may be scheduled relating to statutory requirements for adoption of a tax rate.

**FISCAL IMPACT:** The proposed Fiscal Year 2019-2020 Budget for the City totals \$175,217,220 for all funds.

**ATTACHMENTS:**

Resolution – to be provided



## COUNCIL AGENDA ITEM MEMORANDUM

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Item #4  
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**DEPT./DIVISION SUBMISSION & REVIEW:**

Brynn Myers, City Manager  
Traci Barnard, Director of Finance

**ITEM DESCRIPTION:** Discuss proposed tax rate and:

- (A) Consider adopting a resolution scheduling the two public hearings on the proposed tax rate for 5:00 p.m. on September 5, 2019 and 9:00 a.m. on September 9, 2019 (Special City Council meeting); and
- (B) Consider adopting a resolution scheduling the adoption of the proposed tax rate for September 19, 2019.

**STAFF RECOMMENDATION:** Adopt resolutions as presented in item description.

**ITEM SUMMARY:** The proposed tax rate will be presented and discussed at the meeting, prior to adoption of a resolution scheduling the adoption of the proposed tax rate for September 19<sup>th</sup>. In addition, public hearings for the proposed tax rate will be held on September 5<sup>th</sup> and September 9<sup>th</sup>.

These proposed meeting dates and publication schedules comply with the Truth-In-Taxation requirements set forth by State Law and the City Charter.

**FISCAL IMPACT:** The proposed tax rate for FY 2020 is 67.27¢. This rate is comprised of two components, maintenance and operations (M&O) of 30.97¢ and the interest & sinking (I&S) rate of 36.30¢. The current FY 2019 tax rate is 66.12¢.

	Adopted 2019	Certified Roll 2020	FY 19 Adopted vs FY 20 Proposed +/-
I&S Rate	\$ 0.3630	\$ 0.3630	\$ -
M&O Rate	<u>0.2982</u>	<u>0.3097</u>	<u>0.0115</u>
<b>Total Rate</b>	<b><u>\$ 0.6612</u></b>	<b><u>\$ 0.6727</u></b>	<b><u>\$ 0.0115</u></b>

Note: The tax rate proposed in the budget document filed on June 28, 2019 was 68.88¢. The rate was developed based on estimates. Subsequent to the budget filing, staff received the Certified Roll and the Effective Tax Rate calculations.

**ATTACHMENTS:**

Resolution – to be provided



## COUNCIL AGENDA ITEM MEMORANDUM

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### **DEPT./DIVISION SUBMISSION & REVIEW:**

Belinda Mattke, Director of Purchasing & Facility Services

**ITEM DESCRIPTION:** Consider adopting a resolution revising the City's monetary and purchasing guidelines and repealing prior purchasing resolutions.

**STAFF RECOMMENDATION:** Adopt resolution as presented in the item description.

**BACKGROUND:** Purchasing policies and procedures are established to assist departments in the procurement of goods and services needed in the fulfillment of City operations. The City's current purchasing approval levels and procurement procedures related to the type and cost of purchases were established by the Council on September 7, 2006, via Resolution No. 2006-4806-R. Council also adopted Resolution No. 2009-5684-R to allow city manager authorization of alternative delivery methods in order to provide the best value for the City in procurements that did not related to primary contracts for construction and Resolution No. 2015-7658-R which expanded the definition of professional services where competitive procurement methods are not required to be utilized.

The current approval levels and procurement procedures are as follows:

<b>Purchase Level</b>	<b>Procurement Procedure</b>	<b>Highest Approval Required</b>
Over \$25,000	Comply with requirements of LGC Ch. 252	City Council
\$10,000 - \$25,000	3 written quotes by User Department; attempt to solicit quotes from 2 HUBs	City Manager
\$3,000 - \$9,999.99	3 written quotes by User Department; attempt to solicit quotes from 2 HUBs	Director of Purchasing
\$1,000 - \$2,999.99	2 telephone/oral quotes	Director of Purchasing

In 2007, the Texas Legislature raised the competitive procurement threshold from \$25,000 to \$50,000. Staff is recommending a revision to the City’s monetary and purchasing guidelines to align with the State adopted threshold as follows:

<b>Purchase Level</b>	<b>Procurement Procedure</b>	<b>Highest Approval Required</b>
Over \$50,000 All land purchases All leases > 12 months	Comply with requirements of LGC Ch. 252 and 271; consideration of alternative delivery method as permitted by Gov Code Chapter 2269	City Council
\$3,000 - \$50,000	3 written quotes by User Department; attempt to solicit bids from 2 HUBs	City Manager or her designee
\$1,000 - \$2,999.99	2 telephone/oral quotes	Director of Purchasing & Facility Services or her designee

The above table does not apply to professional and personal services. Texas law specifically exempts contracts for professional services and for personal services from competitive bidding requirements. These services will be procured per the guidance in Texas Government Code Chapter 2254 or using a process which, as approved by the City Manager or her designee, will identify the most competent and qualified professional at a fair and reasonable price.

In addition, exceptions to the procurement procedure identified in the above table may occur (1) when Staff identifies a cooperative purchasing program that can be used for a purchase, (2) the City Manager determines that there is a compelling business reason to procure goods or services in a manner independent from the defined procedure, or (3) when an exception to competitive procurement is identified by statute. Council approval, or ratification in the case of an emergency, would still apply.

As required by LGC §252.0215, the departments will be responsible for contacting and attempting to solicit a bid from at least two historically underutilized business (HUBs) in Bell County that provide the required goods or services for purchases between \$3,000 and \$50,000.

Additionally, as provided in Texas Government Code Chapter 2269, a municipality may consider the use of a procurement method other than competitive bidding for certain construction projects when the governing body determines that an alternative delivery method would provide a better value for the City. With the repeal of Resolution No. 2009-5684-R, Staff is recommending the delegation of authority to the City Manager to authorize the use of a delivery method that will provide the best value for the City for certain types of public work projects as provided by Chapter 2269.

The proposed changes will improve efficiency in the procurement process for purchases between \$25,000 and \$50,000 in the following, but not limited to, ways: more timely purchases, elimination of advertising costs, and reduction in vendor bid submission time and cost.

Staff recommends repealing Resolution Nos. 2006-4806-R, 2009-5684-R, and 2015-7658-R and adopting a resolution that consolidates the City's monetary and purchasing guidelines and aligns the competitive procurement threshold with state law.

**FISCAL IMPACT:** N/A

**ATTACHMENTS:**

Resolution - to be provided