

MINUTES
BUDGET WORKSHOP
HELOTES CITY COUNCIL
July 27, 2021

The City of Helotes City Council met for a workshop on Tuesday, July 27, 2021 at 1:00 p.m. in the Helotes Fire Department Training Room, 12951 Bandera Road, Helotes, Texas. This was an open meeting, subject to the open meeting laws of the State of Texas.

Present: Rich Whitehead, Mayor
Craig Sanders
Linda Salazar
Matthew McCrossen
Cynthia Massey

Absent: Matthew Merchant

Staff Present: Marian Mendoza, City Administrator
Taby Durr, Finance Director
Celina Perez, City Secretary
Andrea Wazir, Public Relations
April Newby, Human Resources Manager
Michael Gallardo, Development Services Coordinator
Josh Mair, Public Works Supervisor
Angela Bocconcelli, Dispatch Supervisor
Rob Hunley, Police Chief
Scott Moreland, Fire Chief

1. Call to Order.

Mayor Whitehead called the meeting to order at 1:00 p.m.

2. Discussion on the proposed Fiscal Year Ending 2022 Municipal Budget and the proposed Fiscal Year Ending 2022 Economic Development Corporation (EDC) Budget for the operating period of September 1, 2021 – October 31, 2022.

Marian Mendoza, City Administrator, showed a PowerPoint that summarized Fiscal Year Ending (FYE) 2022 budgetary expenditures for each department. The FYE 2022 budget will cover the operating period of October 1, 2021 through September 30, 2022. Budgetary changes include the removal of uniform allowance in all departments, except Police, Fire, and Public Works. The EDC will continue to cover expenditures stemming from the Cornyval Parade, Christmas Parade, and MarketPlace at Old Town Helotes. The expenses for said events have been reallocated from the City budget into the EDC budget. Capital purchases include the current vehicle lease payments, two new police vehicle lease payments and equipment, and two dispatch P25 consoles and a recording system. Items of uncertainty are the Cost of Living Adjustment (COLA) and employee health care insurance. Due to a 30% increase in health care premiums, COLA is projected to be minimal in this budget. Staff is working with the City's Insurance Broker to view all health care insurance options.

A notable achievement in this budget is sale tax revenue is projected to exceed property tax revenue. Sales tax represents 42% of the total general revenue fund, while property tax represents 37%. In the end, the beginning fund balance on October 1, 2021, is projected to be \$2,773,691.00 and the ending fund balance on September 30, 2022, is projected to be \$2,920,796.00. The draft budget will be presented at the next Council Meeting on August 12.

3. Adjourn

With no more discussion, Mayor Whitehead adjourned the workshop at 4:15 p.m.



Rich Whitehead, Mayor

ATTEST:



Celina Perez, City Secretary