

THE STATE OF TEXAS §
COUNTY OF ANDERSON §
CITY OF PALESTINE §

The City Council of the City of Palestine, Texas convened in a Work Session on Monday, March 23, 2015 at 4:30 p.m. in the City Hall Conference Room, 504 N. Queen Street, Palestine, Texas, with the following people present:

Mayor Therrell Thomas; Mayor Pro Tem Vickey L. Chivers; Councilmembers Adam Harding, Vernon Denmon, Jr., Joseph Thompson, Doug Smith, and Steve Presley; City Manager Wendy Ellis, City Secretary Teresa Herrera, and City Attorney Ronald Stutes.

Other staff present: Interim Finance Director Becky Roseberry, Interim Police Chief Mike Alexander, Development Services Director Jeffrey Lyons, Public Works Director Tim Perry, and Utilities Director Robert Sedgwick.

WORK SESSION

Mayor Thomas called the work session to order at 4:30 p.m.

Update regarding progress in Finance Department

Interim Finance Director Roseberry updated Council regarding progress in the Finance Department. She reported that one of the biggest problems in the department is that the employees are not very familiar with the Incode software system and additional training needed to be setup for the employees. Also, the City has too many miscellaneous bank accounts and it is very difficult to reconcile. The City needs to do away with pool cash account.

Discussion of City wide organization

City Manager Ellis informed that she has been working on City wide organization. During the budget process last year several Council Members felt the need to add an Assistant City Manager position. She needed feedback from Council in regards to adding this position to this Fiscal Year's budget. Council asked what duties the Assistant City Manager would perform and also, they needed to know whether someone from within the organization would be promoted to this position or would the City bring someone else. Council directed staff to gather additional information to be presented during the budget workshops.

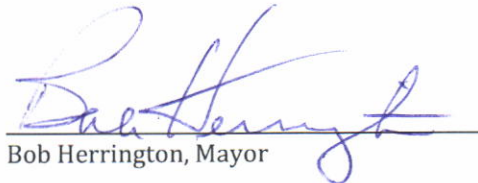
Discussion of budget preparation procedures for Fiscal Year 2015-2016

Council indicated that they did not want to get the departments' representations over a two month period like it was presented last year. Also, they would like to have all the departments' present structured presentations using the same format. Some Councilmembers indicated that they would like to receive prerecorded video presentations. Dates for the budget retreat were not set.


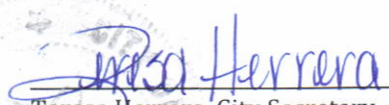
ADJOURN

With no other business to come before the Council, the meeting was adjourned.

PASSED AND APPROVED THIS 8TH DAY OF JUNE, 2015.


Bob Herrington, Mayor

ATTEST:



Teresa Herrera, City Secretary