

**SPECIAL MEETING AND PUBLIC HEARING  
CITY COUNCIL  
CITY OF NASSAU BAY, TEXAS  
September 25, 2017  
7:00 PM**

**MEMBERS OF COUNCIL PRESENT:** Mayor Mark Denman, Mayor Pro Tem Sandra Mossman, Councilmembers Don Matter, John Mahon, Bryce Klug, Jonathan Amdur, and Bob Warters

**MEMBERS OF COUNCIL ABSENT:** None

**OTHERS PRESENT:** City Manager Jason Reynolds, City Secretary Sandra Ham, Assistant City Manager Mary Chambers, Finance Director Csilla Stiles, Fire Chief Tom George, Public Works Director Paul Lopez, Human Resource Administrator Isela Castillo, and Planning Commission Chair Roscoe Lee

**PRESIDING:** Mayor Mark Denman

**CALL TO ORDER AND ROLL CALL OF MEMBERS**

Mayor Mark Denman called the meeting to order at 7:00 p.m. and announced a quorum of Council was present with all elected officials in attendance.

**APPOINTMENTS, PROCLAMATIONS, PRESENTATIONS AND AWARDS**

**Presentation of the City Manager's Proposed Budget for Fiscal Year 2018**

City Manager Reynolds presented a brief overview of the Fiscal Year 2018 Proposed Budget, noting it to be the same presented budget discussed in three previously held council meetings and budget workshops. All values are identical to the proposed budget presented on September 7, 2017.

**PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARING:**

**Public Hearing on the adoption by ordinance of the City Manager's Proposed Budget for Fiscal Year 2018**

Mayor Denman opened the public hearing for anyone wishing to comment on the proposed budget.

**Public Hearing was opened at 7:01 p.m.**

There being no one wishing to speak, the public hearing was immediately closed.

**Approval of an ordinance adopting the Fiscal Year 2018 Annual Budget and appropriating the several sums set therein to the departments and funds therein named**

City Manager Reynolds reiterated no changes were made to the proposed budget dated September 7th.

The caption of the ordinance reads as follows (first and only reading):

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NASSAU BAY, TEXAS, ADOPTING THE FY2018 BUDGET FOR THE CITY OF NASSAU BAY, TEXAS, AND APPROPRIATING THE SEVERAL SUMS SET THEREIN TO THE DEPARTMENTS AND FUNDS THEREIN NAMED.

(Said Ordinance is of record in Ordinance Book No. 13 of the City of Nassau Bay, Texas, being Ordinance No. O2017-760.)

It was moved by Councilmember Don Matter, seconded by Councilmember Bob Warters, to approve the first and only reading of the Fiscal Year 2018 Annual Budget.

Mayor Denman took a roll call vote for the approval of the Fiscal Year 2018 Budget:

**Councilmember Warters – Approve**  
**Councilmember Amdur – Approve**  
**Councilmember Klug – Approve**  
**Councilmember Mahon – Approve**  
**Councilmember Matter – Approve**  
**Mayor Pro Tem Mossman – Approve**  
**Mayor Denman – Approve**

Motion passed 7 – 0.

## **NEW BUSINESS**

**Take action tasking City Manager to review administrative costs, including salaries, benefits, and positions during FY2018, as well as reviewing all options relating to expenses and make recommendations in preparation of FY2019 budget cycle**

City Manager Reynolds began his comments by describing discussions from the September 14, 2017 City Council meeting, noting Council's perspective on future cost saving measures, benchmarks, and sustainable efforts. City Manager Reynolds requested Council to task him in meeting City Council's goals, allowing him the opportunity to provide outlines for meeting cost saving measures.

Councilmember Matter was in favor of this action, also noting a need for benchmarking the City of Nassau Bay to other comparable cities. Additionally, Councilmember Matter requested a timeline for the proposed plan, suggesting a six-month timeline for completion. Closing his comments, Councilmember Matter indicated a need for an aggregate savings of approximately \$188,000, which he believed to be a realistic and appropriate target. City Manager expressed concern of the large number, indicating that staff would need flexibility and additionally, an understanding of not all savings will be derived from the general fund. Councilmember Matter was in agreement.

It was moved by Councilmember Don Matter, seconded by Councilmember Bob Warters, to authorize City Manager Reynolds to review costs during FY2018 and prepare a draft of cost saving recommendations in preparation of the FY2019 budget cycle.

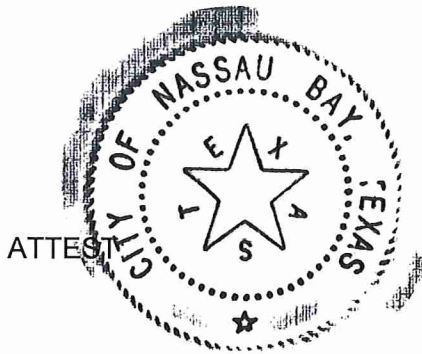
Motion passed 7 – 0.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:12 p.m.

Minutes approved as submitted and/or amended this 14th day of November, A.D. 2017.

CITY OF NASSAU BAY, TEXAS



ATTEST

Sandra Mossman  
Mayor Pro Tem

Sandra V. Ham  
City Secretary