



**FINANCE & ADMINISTRATION SUB-COMMITTEE  
MEETING MINUTES  
Wednesday, September 18, 2019 - 7:30 AM  
City Hall Council Chambers – 4200 Mills Civic Parkway**

Present: Councilmember Russ Trimble, Councilmember Jim Sandager, City Manager Tom Hadden, Finance Director Tim Stiles, Community and Economic Director Clyde Evans, Human Resources Director Jane Dodge, Budget Analyst Chris Hamlett, and Secretary Katie Johnson

Meeting was called to order at 7:30 AM

**1. RecPlex Financial Update**

Mr. Hadden gave an update regarding the financial activity associated with the RecPlex project. Of the overall \$42 million budget, approximately \$11.5 million has come from private sources, \$2 million has been awarded in grants, \$20 million is coming city sources, and \$8.5 million is still to be determined. The funds for the extra cost, absent another funding sources, could come from Dallas County LOSST monies. The next bid will be the General Contractor for the interior of the building. Anticipated project completion date remains September 2020.

There was no action required – provided as information only for the committee.

**2. Lobbyist Services Agreement**

Mr. Stiles noted that Deputy Director Jamie Letzring has been negotiating with the city's current lobbyists (Davis Brown Law) regarding an extension of the agreement. Davis Brown has proposed an increase in fee of 8% from the previous amount (from 2 years ago), to a total of \$43,000 per year.

Councilmembers noted the productive approaches used by the lobbyist during sessions and supported the terms. Once finalized, an agreement will be placed on a future Council agenda for consideration.

**3. FY 19-20 Budget Amendment #1**

Mr. Hamlett presented Budget Amendment #1. The most notable items are:

- \$49 million of CIP Projects were carried over from the previous fiscal year
- Incoming LOSST revenue from Polk County is being reflected, along with the use of funds towards Public Safety hiring
- Debt service proceeds and payments were updated based on recent borrowings

Councilmembers supported approval of FY 19-20 Budget Amendment #1 and the notice will be published prior to consideration at the October 7<sup>th</sup> Council meeting.

**4. Staff Updates**

- Mr. Evans is looking to TIF area on SE Willow Creek Drive to include all of the area that is being purchased by Allied Construction.
- Mr. Stiles noted that HUD has audited the city's Community Development Block Grant (CDBG) program, and IFA has recently conducted a review of the City's rapid rehousing program. There were a few comments provided by the auditors related to each program but no major findings were noted. Copies of the final reports will be forwarded to the committee member as they become available.

**5. Other Matters**

None

Meeting was adjourned at 8:23 AM.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Katie Johnson". The signature is written in a cursive, flowing style.

Katie Johnson  
Recording Secretary