



# The City of West University Place

*A Neighborhood City*

## **CITY COUNCIL**

Bob Higley, Mayor  
John P. Barnes, Councilmember  
Lauri Lankford, Councilmember  
Ed Sobash, Councilmember  
Kevin Trautner, Councilmember

## **STAFF**

David J. Beach, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

## **CITY COUNCIL PRE-BUDGET WORKSHOP MINUTES**

The City Council of the City of West University Place, Texas, met in a workshop on **Tuesday, September 3, 2019**, in the Municipal Building, 3800 University, West University Place.

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**Call to Order.** Mayor Higley called the workshop to order at approximately 4:00 p.m. in the Municipal Building Bill Watson Conference Room. Council and Staff in attendance were: Mayor Pro Tem Trautner, Councilmembers Barnes, Lankford and Sobash, City Manager Beach, City Secretary Gilliam, Finance Director Kalka, Fire Chief Taylor, Interim Public Works Director Barrera, Interim IT Director Dang, Police Chief Walker, and Treasurer Harrison.

### **1. Budget Process Discussion**

Matters related to discussion regarding the City's annual budget process, to include the City finances for all funds, Community Improvement Program, tax rates, staffing, fees, and revenue and expenditures for all funds. *Recommended Action: Discuss the annual budget process and provide staff with feedback and direction as desired.*

City Manager Beach and Finance Director Kalka gave a presentation, which included, but wasn't limited to, the purpose of an annual budget, council and staff roles in the process, staffing, services, expenditures, revenues, internal funds, taxes, and debt service.

A copy of the presentation is attached.

### **2. Adjourn**

With no further discussion, Mayor Higley adjourned the workshop at 6:35 p.m.

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved: September 9, 2019