



## Meeting April 2, 2013 City Manager's Staff Meeting Notes

City Staff met at City Hall on April 2, 2013 at 8:30 AM with the following persons present:

Larry Graves  
Tommy Lemond  
Pat Stallings  
Patrick Harvey  
Liz Gant  
Cindy Brown  
Dara Crabtree  
Jim Berman  
Marty Anderson

Larry Graves reviewed department budget figures with Directors. Larry Graves commended the Police Department and Finance Department for recognition received at the City Council meeting last night.

Larry Graves apprised the Directors of the following upcoming events:

Monday-Saturday, April 1-6, 2013 Keep Seagoville Beautiful-City Wide Clean Up  
Thursday, April 4, 2013 Ribbon Cutting at N Style Furniture Store  
Monday, April 8, 2013 SEDC Board Meeting and Public Hearing for Park Project  
**Tuesday, April 9, 2013 City Manager's Staff Meeting with Residents**  
**Saturday, April 13, 2013 Chamber of Commerce Auction - Home Bank**  
Monday, April 15, 2013 City Council Meeting

Updates:

Dara Crabtree advised that she will be in contact with designees from all departments regarding records management processes. Dara Crabtree thanked all of the Directors and their staff for all of their help with making Student Government Day a success.

Jim Berman shared that repair of the Water Street sewer line should be complete today with no interruption in service. Jim Berman stated that yesterday was very busy Center with residents bringing bulk refuse to the Service Center. Jim Berman advised that he has several projects in the works such as; Kid Fish, (tentatively scheduled for 5/11/13), storm water project, Cain Street water tower project, and contract mowing has begun.

Liz Gant stated that she has 110 volunteers registered for the City Wide Trash Off and expects more to register. Liz Gant shared that the Summer Reading Club is set and the last day of school is not until June 7<sup>th</sup>. Liz Gant advised that she will begin the process of compiling figures for City copier lease bids next week.

Patrick Harvey distributed a draft of FY 2014 Budget Calendars and budgets to the Directors for their review. Patrick Harvey suggested that any adjustments to line items be written beside each line item in an effort to assist in building the projected budget for FY 2014. Patrick Harvey shared copies of the GFOA Distinguished Budget Award Program summary of comments made by reviewers with the Directors. Patrick Harvey stated that he intends for the City to continually improve the budget process.

Pat Stallings shared that the Seagoville Citizens Police Academy begins this evening at 7:00 PM and there are 15 enrolled thus far.

Tommy Lemond advised that the Fire Department will start flowing hydrants at the Ace Hardware building site today.