

July 30, 2021	MINUTES OF THE SPECIAL-CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF OLNEY, TEXAS	12:00 P.M.
<p>The City Council of the City of Olney, Texas, met Tuesday July 30, 2021, at 12:00 P.M.</p> <p>Those present were: Mayor Rue Rogers, Mayor Pro-Tem Tom Parker, Councilmembers Brad Simmons and Chuck Stennett. Absent: Councilmembers Harrison Wellman and Terri Wipperman. Staff Present: City Administrator Neal Welch, Asst City Administrator Arpegea Pagsuberon, City Secretary Tammy Hourigan and Attorney Dan Branum</p>		
Mayor Rogers called the meeting to order at 12:00 P.M.		CALL TO ORDER
Brad Simmons		INVOCATION
<p>Mayor Rogers asked if there were any questions pertaining to Resolution No. R6-21? There were none. Mayor Rogers entertained a Motion to adopt Resolution No. R6-21 Accepting Funds from the L.F. & Carla Perry Foundation for the K-9 Program. Councilmember Stennett made said Motion and Councilmember Simmons seconded. Council voted unanimously to approve the Motion.</p>		<p>CONSIDER RESOLUTION NO. R6-21 ACCEPTING FUNDS FROM THE L.F. & CARLA PERRY FOUNDATION FOR THE K-9 PROGRAM</p>
<p>Mayor Rogers noted that they had brought their handouts from the previous meetings and had made notes. Those were going to be left with Ms. Hourigan and Ms. Pagsuberon in order to assist in getting questions answered. Mayor Pro-Tem Parker asked if the software which had been purchased was available that would aid in producing reports from the General Ledger numbers. Ms. Pagsuberon stated that she had talked with the Asyst representative and the version that was being downloaded from the bank was not the latest version and was creating a problem. They were in the process of re-mapping in hopes of solving the problem. Ms. Hourigan stated that the latest copies of the Bank Statements could be looked at and use those numbers if the electronic reconcile is unable to get functional in time for the next meeting. Mayor Pro-Tem Parker discussed with those present that using the past numbers for the specific number of years should enable a fairly good reporting of trends. Ms. Pagsuberon asked if those present were able to open the new documents that had been sent, which are in a new format which is different from past years, but reflects what is available when the Asyst program is used to produce the documents. Everyone attending answered yes. Ms. Pagsuberon stated that the newly sent documents were not as “user friendly” as before, but using the previous forms and tables, then copying and pasting the numbers could easily result in errors. Mayor Pro-Tem Parker suggested that since the format was most likely going to be different, it would be easier to divide up the departments and look at the</p>		<p>2021-2022 BUDGET WORKSHOP</p>

<p>budget in separate “groups” instead of all at once. Using smaller groupings of information, since the Council is dealing with a new format, will aid in the process. After discussing, it was agreed that three years of history would be sufficient and that the Council was agreeable to having multiple sheets to study instead of everything being on one paper. This is the result of attempting to alleviate the errors that can occur when the numbers are entered manually, copy and pasted and they are not generated by the system. Mayor Pro-Tem Parker stated that we should take the time to have Asyst help with the building of the reports, get them the way that they’re wanted and go from there. At this point, it’s not certain what can be generated from the system, it’s new to both Ms. Pagsuberon and Ms. Hourigan, but they’re both working to find resolutions to all. Mayor Pro-Tem-Parker suggested creating one document, then checking with the auditor to see if what was needed was included. Mayor Pro-Tem Parker stated that since the auditor was familiar with Asyst we should ask for his input. Ms. Hourigan also stated that she would reach out to Kim Whitsitt with the City of Archer City and inquire as to how she utilized BudgetXlence.</p> <p>Mayor Rogers stated that the Job Description needed to be readied to get the City Administrator position posted since Mr. Welch would be retiring August 31, 2021. It was decided that the descriptions in the Charter could currently be used.</p> <p>Mayor Pro-Tem Parker inquired as to why the Legal fees were so over budget and if that particular item was being addressed and monitored? Mr. Welch stated that it was being monitored and that spending was being slowed. He then asked if those amounts were invoiced or paid amount?. Mr. Welch stated that they were both. Ms. Hourigan stated that she had received a call the day before, inquiring about the same expense. It was during this discussion that Attorney Branum advised that the Budget Workshop needed to be re-opened to address this topic.</p>	
<p>There being no further business to come before the City Council, the City Council adjourned by consent at 12:35 P.M.</p>	<p>ADJOURNMENT</p>
<p>ATTEST:</p> <p>_____</p> <p>Tammy Hourigan, City Secretary</p>	