

**THE MINUTES OF THE WORK SESSION OF THE MAYOR AND
CITY COUNCIL OF THE CITY OF WILLCOX, COCHISE COUNTY, AZ
HELD ON THIS 17TH DAY OF MAY 2010**

CALL TO ORDER Mayor Gerald W. Lindsey called the work session meeting to order at 6:01 p.m. on Monday, May 17, 2010

ROLL CALL by was taken by Recording Secretary Sherry Van Allen

PRESENT

Mayor Gerald W. Lindsey
Councilman Elwood A. Johnson
Councilman Jimmy L. Norris
Councilwoman Monika Cronberg
Councilman Stephen Klump
Councilman Christopher Donahue

ABSENT

Vice-Mayor Larry Schultz

STAFF

City Manager Pat McCourt
City Attorney Hector M. Figueroa
Recording Secretary Sherry Van Allen
Public Safety Director Jake Weaver
Finance Director Ruth Graham
Public Services & Works Director Dave Bonner
Library Director Tom Miner
Development Services Jeff Stoddard

PLEDGE OF ALLEGIANCE TO THE FLAG lead by Mayor Lindsey

DECLARATION ON CONFLICT OF INTEREST – None Declared

ADOPTION OF THE AGENDA

MOTION Councilman Johnson moved that the agenda be adopted as presented.

SECONDED by Councilwoman Cronberg. **CARRIED**

DISCUSSION REGARDING FY2010-11 BUDGET FOR PUBLIC SAFETY, MAYOR & COUNCIL, COMMUNITY DEVELOPMENT, GENERAL GOVERNMENT ADMINISTRATION AND FINANCE

City Manager Pat McCourt began the discussion on the purposed budget. He stated that tonight's budget would be concerning the General Fund.

City Manager McCourt reported that the budget of the Mayor and Council has only one significant change. This is within the subscriptions and memberships. This line item increased because it has been moved from Administration into the Mayor and Council section. This includes the dues for SEAGO-\$1140.00, AZ League of Cities and Towns -\$ 4100.00, and RC&D \$150.00. Dues total \$5390.00. No questions were asked concerning the Mayor & Council Budget.

The Community Programs Department consists of several different items. The utilities expense is the cost of utilities for the operation of the Community Center. The contract with Chamber is one-half of the bed tax collected. This is what we pay the Chamber to operate the visitor's center. Only \$2500 has been programmed that is for Cochise County Economic Development. The remainder is non-programmed funds. Additional items in this area are the Cochise County Tourism Committee & WASA agreement. The matching grant is for the Senior Center. The Community Programs currently are \$3,500 for Fireworks and \$6060.00 approved for paving the lot for senior center.

We have budgeted \$20,000 for Economic Development

City manager McCourt discussed the Administration budget that includes, City Manger, City Clerk, & Human Resources. This budget reflects building maintenance costs for City Hall. We have added a new line for a retirement allowance for potential retirees. Note that the Subscriptions line has lessened due to part of this being moved to Mayor & Councils line. The travel and training line in this department covers charges for required seminars for the City manager and City Clerk and HR if needed. The line in Administration only covers the dues for the City Manager and City Clerks required memberships. The utilities are reduced due to the cost being moved into Parks & Rec. Administration had been being billed for the water that was being pumped at the golf course. The bulk of General Fund is made up of Public Safety. Chief Weaver will be discussing those items for you. Please note that all General Funds are normally made up of large amounts in Police and Fire.

Chief Weaver explained the Public Safety Budget beginning with Public Safety Administration .This department has three employees and oversees the operations of the department as well as serves as a liaison to other agencies and citizens.

Public Safety Administrations no questions were ask. – Communications operates 24/7 dispatch handles walk-in traffic and 911 calls.

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This department supports all police, fire, EMS and fire calls. Communications is requesting a capital purchase to upgrade for federal communications equipment compliance. Public Safety maintenance contracts have been reduced by \$9,000. Mayor Lindsey asked if salaries include the vacant dispatch position? Chief Weaver replied yes it does include that vacant position. Humane also includes the IGA with the County and has two employees 1 full time and one ¾ position. Arizona State Retirement has gone up, and the humane budget shows an increase in contract services with animal control services for spaying and neutering. Mayor Lindsey asked if the County pays any of the contract services? City Manager McCourt explained that the county pays a portion of the shelter but they do not pay anything in field operations. Councilman Norris asked what percentage are county animals impounded versus City? Chief Weaver replied that the county impounds about 65% more than the City. Mr. McCourt reported that staff will be bringing the Humane IGA with the county back to Council for approval in June and we will be sure to bring the statistics.

Chief Weaver covered the budget for Patrol – Patrol officers provide police services to the City of Willcox 24/7- 365. Patrol has seven certified police officers. This budget has a slight increase in medical insurance and the largest increase is from the increase in the Public Safety Retirement System. This department is requesting a capital purchase to replace a 2001 patrol car. Investigations – currently has two detectives who works closely with the County and other agencies. The Council asked no questions on Patrol or Investigations. Fire Budget – This division is staffed by volunteer firefighters. The Fire department performs numerous community services and has 20 volunteers. A large contingency of City employees also serve as volunteer firefighters. Increase in Fire budget is due to maintaining the breathing apparatus maintenance contract. A capital purchase is requested for federally required radios. Chief Weaver explained that the City is looking into grants and other funding available for the radio upgrade. The next department covered by Chief Weaver was the K9 budget. The K9 unit is part of a Special Forces patrol unit. We have broken these expenses out into a separate division. There are slight increases in K9 due to retirement and slight increase for maintenance on vehicle. No further questions were received on Public Safety.

Ruth Graham – Discussed the Finance department budget. Increase on medical insurance. She explained that HRA fees have been added to finance and so have the auditing fees that allow for the general audit and the independent audit. Contract services include the agreement between the City and VTC. Finance is requesting \$16,000 for a new back-up system and for a new copier to replace the copier upstairs. There were no questions asked concerning the finance budget by the council members.

Mr. McCourt also reported that Finance also tracks all of the City revenues and stated that as you can see from the audit reports they do a good job. Health insurance should be brought forth at the June 7th meeting we are anticipating no additional cost to the City or to the Employees.

Councilwoman Cronberg asked if we were able to track down the money that was donated to the City for the Senior Center? Mr. McCourt reported that yes we have found that money and that the Chamber of Commerce has it.

Councilman Johnson asks is the current budget 32 million total? – Mr. McCourt responded, yes you will find that by looking at the summary page of the book and that there is an anticipation of using some of the savings funds. However, last year we estimated we would spend down \$700,000 and we have only spent about \$420,000.

Councilman Johnson asked do you feel the budgeted fuel line items are projected high enough? Mr. McCourt explained this is an item of concern. However, we believe we may have adequately covered it all.

Councilman Johnson asked how long it has been since employees have had a raise what about three to four years. He then asked, "Is there any way to cut 10% out of budget"?

Mr. McCourt answered, "We can if you tell me what services you want to cut. We can cut resources and shift them to other areas, just tell me which services to cut."

ADJOURN - There was no further business brought forth and the Meeting was adjourned at 6:57p.m. by Mayor Lindsey.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session of the City Council of the City of Willcox held on the 17th day of May 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 27th day of May 2010

/s/ Sherry Van Allen
Recording Secretary Sherry Van Allen

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PASSED, APPROVED AND ADOPTED this 2nd day of AUGUST 2010.

/S/ GERALD W. LINDSEY
MAYOR GERALD W. LINDSEY
Signed: 08-03-2010

ATTEST:

/s/ Cristina G. Whelan, CMC
City Clerk Cristina G. Whelan, CMC