

CITY OF WILLIAMS CITY COUNCIL

WORK SESSION
ANNOTATED MINUTES
AGENDA ITEM

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JUNE 17, 2013
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 6:05 p.m.
- B. Roll Call Mayor John Moore, Vice Mayor Don Dent and Councilmen Craig Fritsinger, Bernie Hiemenz (late), Frank McNelly (late), Lee Payne, and James Wurgler were present and constituted a quorum.
Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- C. Adoption of Agenda Councilman McNelly made a motion to adopt the Agenda as presented.. Councilman Hiemenz seconded the motion, and it carried 4-0.

II. WORK SESSION ITEM:

- A. Fiscal Year 2013/2014 Budget Review Council members posed questions and requests. Councilman:
- Fritsinger would like to see the differences from last year to this year on page 12.
 - Dent noted that special revenue funds appear to be up. Keith Buonocore explained that grant money is carried on the books from the time of application so that if the grants are awarded, we will have authority to spend the funds when they're received. If the grants are not awarded, their amounts are deducted from the next budget. Brandon Buchanan said that we plug in about \$5 million each year to have budget authority.
 - Dent asked about the funds available for a one-time employee bonus. This is shown on page 35 under *Contingency Fund*. If Council Members approve the budget, explained Buchanan, the \$62,00 will be divided by the current number of full-time employees and distributed evenly. Since there have been no raises in three years, this will be something for the employees. Councilman Dent and others instructed this line item to be charged to each department per employee.
 - Dent asked if \$100,000 is the actual cost of an Impact Fee Study. Buchanan said "no," this is still being worked out.
 - Fritsinger observed that Regular Employee expenses have increased in almost every department. Buchanan pointed out that the Finance Department now has four employees, including a Finance Director and an Accounts Payable/Payroll Clerk. Also, the Maintenance Department has summer employees with one designated just for the care of the ball fields. Another employee is on call for concrete work.

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- Payne said he has noticed that when someone retires, we're not filling the position. Buchanan said he thinks a couple of positions may go away through attrition.
- McNelly pointed out that the shouldering of roads is important, and we need a good blade man in the Street Department to work on this project. We really need to stay on top of shouldering.
- Dent suggested that maybe the City should do pre-employment physicals.
- Wurgler said they have gotten a bad reputation over the years. Typically, few problems are found up front.
- Dent instructed Susan Kerley to research accessing medical information from data collection sources and the advisability of pre-employment physical and psychological testing.
- It was noted that the pool is a quality of life issue.
- Dent suggested getting prices for those individual, commercial property owners downtown who want to buy historic street lights and connect them to their own property's electricity after a discussion regarding their purchase and installation.
- McNelly and Payne questioned whether electric rate increase income is being put into capital upgrades for the electrical system. Brandon Buchanan said that if we save \$1 million each year from transfers from the electric system to Water, then water and wastewater rates will need increases. Debt service is a major burden. We are keeping water/wastewater rates low by subsidizing from the Electric Fund. Debt is the root of the problem. We have a \$22 million budget and \$36 million in debt. Debt service is non-negotiable.
- Dent mentioned that we pay about \$150,000 per year to maintain the APS office and employees. The building could sell for one-quarter million dollars. It was noted that it is nice to keep an APS presence for customer service and for engineering.
- Wurgler asked if Council could authorize the City Manager to start a discussion with APS. Mayor Moore said to consider it done and authorized Brandon Buchanan to talk with APS.
- Wurgler pointed out that we are spending money at the Golf Course, but it is a major asset for the community. Brandon Buchanan added that positive feedback is being received on the new management. Next year we may be able to do a clean closure on the lagoons and use them to store effluent during

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the winter and send it to Elephant Rocks in the summer.

- Brandon Buchanan reviewed strategic capital projects that include an impact fee study as the number one priority, finishing the Recreation Center Park, putting in a smaller kids play area, bathroom at Buckskinner Park, and the Fire Department wants an additional SUV-type vehicle to transport personnel to fires when they're not taking fire-fighting equipment.
- Dent asked if striping is done in-house or outsourced. He asked Brandon Buchanan to discuss this with the Supervisor. Buchanan said that contracting a blade guy would be cheaper than a team of stripers.
- Dent complimented Brandon Buchanan on what he does to save money. He asked if there's any area where, in a couple of years, we may wish we'd spent more money. He wanted to know if there's something missing.
- Buchanan said the only request that was partially cut is the vehicle for the Fire Department. Everything else requested by Department Heads is in the budget.
- McNelly asked the Finance Director if there's any projection for funding a raise for employees.
- Keith Buonocore said that, right now, debt is covered – it is paid from the Electric Fund. He pointed out that we have to do maintenance.
- Brandon Buchanan stressed that the City will save \$137,000/year for only a couple of years from refinancing debt. Three years from now, we will have to cover this postponement.

VII. ADJOURN:

Councilman Payne made a motion to adjourn, and it was seconded by Councilman Fritsinger. The meeting adjourned at 8:19 p.m.

Mayor John Moore

ATTEST:

City Clerk