

CITY OF WILLIAMS CITY COUNCIL

SPECIAL MEETING
ANNOTATED MINUTES
AGENDA ITEM

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APRIL 30, 2015
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 7:00 p.m.
- B. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Bernie Hiemenz, Lee Payne and James Wurgler were present and constituted a quorum. Councilmen Craig Fritsinger and Frank McNelly were absent. Present from City Staff were Brandon Buchanan, City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley.
- C. Adopt Agenda Councilman Hiemenz made a motion to adopt the Agenda as presented. Councilman Dent seconded the motion, and it carried 4-0.

II. Council will review and discuss the tentative 2015-2016 Budget.

- The budget includes a \$.50/hr. across-the-board increase for City employees and merit increases, up to 3%, based on performance evaluations. Brandon Buchanan said he is not generally in favor of COLA's (cost of living adjustments), but our focus now is to get caught up after no increases for several years.
- (Page 19) *Revenues Property Tax*, the budget includes the levy at the tax rate of 1.5939.
- (Page 34) The numbers for *Magistrate* include those for the IGA increase for the Court with Coconino County if Council approves it.
- (Page 29) Monies are transferred into the General Fund from the BBB Fund in order to issue checks for expenses in tourism and recreation that are covered by BBB monies.
- (Page 63) *Tourism Promotion* shows a decrease from \$395,836 to \$310,479 which represents the elimination of payment for the Events Coordinator position for the Chamber of Commerce. These funds were moved to the Visitor's Center when the City had to take over management in February 2015. The budgeted amount of \$233,000 is the amount requested by the Chamber.
- (Page 36) The *General Administration* line item for 4390 *Insurance* \$299,669 pays for all our insurance coverage from Travelers.
- Contingency Funds are in place if something goes wrong, and we don't have money budgeted to handle that event specifically. Between all departments in the General Fund, we can move money if we need to do so. We do not spend our capital improvement money

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until near the end of the fiscal year in case it is needed for some emergency during the earlier part of the budget year.

- Repairs on the horse barns are included in the *Recreation Facilities* budget for \$38,000
- Bleacher covers may allow for some rainwater collection. We will look at solutions and costs. Even if only 10,000-15,000 gallons were collected, that would get us through a small rodeo without needing potable water.
- (Page 50) The *Fire Department's Travel & Training* budget has been cut from \$11,711 to \$5,000. Training will continue to be provided, but extra days' expenses for sightseeing will not be allowed.
- We have lots of flexibility to make changes as long as don't go over the bottom line of the budget.
- (Page 57) Lease payments on hangars will be coming in the next fiscal year. We are following up on the forms submitted to express interest in hangar rentals.
- Two of the existing buildings need to come down, and the hangar space in the old flight school is not usable so it should come down. We can't store boats, jet skis, etc. in hangar spaces.
- The *Street Improvement Fund* should have up to \$700,000 for projects next year. Within three years, we're on track to have \$1.5 million for capital improvement projects. The street across from the high school will be repaired, hopefully, in-house for less than the \$30,000 quoted for outsourcing the project.
- (Page 59) The *Forest Service Building Fund* has nothing significant for building repairs because the only concern is about minor repairs that will need to be done before the current lease expires in 2017. The big one is fixing up the parking lot and the concrete on the ramp on the north side of the building where the snow that comes off the roof freezes, then gets salted, damaging the concrete. The City has put money back into the building in creating the Forest Service's required, controlled access.
- If Department Heads had an unfilled request, it would be adding more people. However, we must first address our inefficiencies. We don't want to hire more people and have no money for projects. As we

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- begin to do more projects in house, that's when we might need to add some people. As we move from complete rebuilding of streets to their maintenance, we could do more of the work in house. That's when we might use some more workers.
- Mayor Moore said this is the best put-together budget he's seen. Brandon Buchanan said that he is particularly pleased, knowing where we were three years ago, where we are now, and where we will be in three years.
 - This year, we've had construction-generated sales tax revenue from Love's, and we estimate \$200,000 per year in new sales tax revenues from Love's. We built in an 8%-10% increase in sales tax for next year, and that is still conservative.
 - We need good data from the new water meters so we can start calculating impact fees. Because the meters will not be installed until later in the fiscal year, we won't have complete usage data until next summer. Without the data we cannot proceed with the required work so we know we won't be collecting any impact fees this coming year. We can do development agreements if we have a new development, but we're not collecting them on individual residences.
 - Councilman Dent stated his opinion for the record: By waiting, he believes it's costing us about \$300,000 to \$400,000 in impact fees per year. He believes we should proceed with collecting impact fees.
 - Pat Walker, who was retained to complete our impact fee study, needs data to show we are not using up to our capacity in water and wastewater. We have paid her approximately \$40,000 so far. Someone else might run \$120,000 to get the project done. We also don't have a capital improvement plan, which has been another roadblock.
 - The idea is to get the Sweetwater Well going along with a new well, and tie the two together. This would increase our production from 1.1 million gallons to almost 2 million gallons a day. Arsenic is a question mark right now, so some variables are up in the air.
 - Councilman Dent said that, since other places have already done their impact fee studies, some other firms might be available. He is disappointed in what we've gotten for our \$40,000, and he wants this to be a

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priority.

III. ADJOURN

Councilman Wurgler made a motion to adjourn that was seconded by Councilman Hiemenz. The vote to adjourn was unanimous, and the meeting adjourned at 8:21 p.m.

Mayor John Moore

ATTEST:

City Clerk

DRAFT