

MINUTES
MONDAY APRIL 25, 2022

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE COUNTY OF COCHISE, STATE OF ARIZONA, HELD FROM MONDAY, APRIL 25, 2022, THROUGH THURSDAY, APRIL 28, 2022, STARTING AT 5:30PM AT THE COUNCIL CHAMBERS LOCATED AT 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR BUDGE AT 5:30PM.

ROLL CALL

COUNCIL

Councilmember Juanetta Hill, Ward III	Absent
Councilmember Joni Giacomino, Ward II	Excused
Councilmember Frank Davis, Ward I	
Mayor Ken Budge	
Councilmember Leslie Johns, Ward I	
Councilmember Mel Sowid, Ward II	
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	5:34PM

STAFF

Stephen J. Pauken, City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Joelle Landers, Personnel Director
Matthew Gurney, Public Works Director
Doug Taylor, City Planner
Albert Echave, Police Chief
Jason Macoviak, Library Manager

CITY ATTORNEY

Joseph Estes

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Presentation and Discussion of the Proposed Tentative Budget for Fiscal Year 2022-2023 and Possible Direction to staff for changes to be made prior to formal approval.
Stephen J. Pauken, City Manager
Keri Bagley, Finance Director

Mr. Pauken and Ms. Bagley presented and discussed with the Council the General Fund Expenditures and Revenues to include the following:

- General Fund Revenue
- General Fund Revenue Trends
- General Fund Balance
- General fund Revenue Over Expense
- General Fund Expenditures by Service Type – Public Safety expense accounts for 65% of the General Fund’s cost; 35% of this can be attributed to the Public Safety Retirement System (PSPRS) expense.

- Pension Expense
- General Fund:
 - Taxes
 - Licenses & Permits
 - Intergovernmental
 - Charges for Services
 - Fines & Forfeitures
 - Miscellaneous
 - Contributions & Transfers
- Mayor & Council – would like the Fourth of July Fireworks line item increased by a thousand dollars.
- City Manager
- Finance
- City Clerk
- Community Development – Hybrid budget: City Planner / Animal Shelter
- Administration & General Government – Position Added: Administrative Assistant who would help in several departments.
- Personnel – Contract Services increased: Purchasing NEOGOV a computer program that can keep track of training records and it also keeps track of evaluations securely.
- Legal Services
- Water Systems – Fire Suppression System
- Information Systems
- Police Department –
 - Announced Chief Echave will be retiring in July
 - Staffing issues
 - Contract Services: what it covered
- City Magistrate
- Cemetery
- Building Maintenance
- Public Works Administration
 - Salaries
 - Inventoried Tools
- Public Works Garage
- Building Inspector
 - Current Building Inspector will be retiring
- Parks
- Swimming Pool
 - Staffing
 - Certifications
- Copper Queen Library
- Senior Center
 - Roof
- Contingency

Mayor and Council discussed and had questions throughout the proposed draft budget presented. Mr. Pauken, Ms. Bagley, and Department Heads welcomed the Council's comments, discussion, suggestions and answered them throughout the presentation.

MOTION: Mayor Budge moved to go into recess until Tuesday, April 26, 2022, at 5:30pm.

SECOND: Councilmember Davis

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:29 PM

Ken Budge, Mayor

- We are still receiving Franchise Fees from Cable One (Spark Light).
- The changes were in the about of \$16,200 (-) increased the use of General Fund Balance to a total of \$372,506.00.

Mr. Pauken and Ms. Bagley continued to present and discuss the draft budget with the Council to include the following:

- Fire Department
- Government Grants
 - Tintown
 - Fire Suppression
 - City Hall Solar System
 - Bridges Grant
 - Commerce Street Grant
- Public Safety Fire Grants
 - FEMA Equipment Grant
 - Governor's Hwy Safety Grant
 - FEMA Micro Grant
- Transportation Grants
 - ADOT Grant (Airport)
- Transient Room Tax (Bed Tax)
 - Increase the Contract Services line item to include rent of a new space for the visitor center
 - Move money out of the Advertising line item for utilities that will be needed in the new space
- Streets
 - Operational Expenses
- RICO Fund
- Bisbee Arts Commission
- Housing Initiative
- Miscellaneous Donations
- Airport
- Police Special Revenues and Grants
- Wastewater
 - Add funding to Inventoried Tools line item
- Sanitation
 - Recycling
- Public Works Grants
- Queen Mine
- Miscellaneous Grants
- American Rescue Plan Act (ARPA) Fund
- Debt Service Fund
- Debt Service Wastewater Treatment Plant
- Youth Fund
- Bisbee Bus Fund
- Capital Improvements Fund

Mayor and Council discussed and had questions throughout the proposed draft budget presented. Mr. Pauken, Ms. Bagley, and Department Heads welcomed the Council's comments, discussion, suggestions and answered them throughout the presentation.

MOTION: Councilmember Davis moved to adjourn.

SECOND: Mayor Budge

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 8:25 PM

Ken Budge, Mayor