

MINUTES

MINUTES OF THE SPECIAL SESSION OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, AND STATE OF ARIZONA, HELD ON TUESDAY, MAY 7, 2019 AT 5:30 PM AT THE CITY HALL BUILDING, 915 S. TOVREAVILLE ROAD, BISBEE, ARIZONA.

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

ROLL CALL

COUNCIL

Councilmember Gabe Lindstrom, Ward III	Excused
Councilmember Joni Giacomino, Ward II	
Councilmember Bill Higgins, Ward I	
Mayor David M. Smith	
Councilmember Leslie Johns, Ward I	5:40PM
Councilmember Joan Hansen, Ward II	
Councilmember Anna Cline, Ward III, Mayor Pro Tempore	5:35PM

STAFF

Stephen Pauken, Interim City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Jesus Haro, Public Works Director
Albert Echave, Police Chief
George Castillo, Fire Chief

CITY ATTORNEY

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THIS MEETING:

1. Discussion and Possible Recommendations regarding the Draft Budget for the 2019-2020 Fiscal Year.
Stephen Pauken, Interim City Manager
Keri Bagley, Finance Director

Mr. Pauken said that after going through the budget draft last week we were directed to make some changes (additions/ subtractions) and come back to Council tonight for the impact of what those changes mean to the budget. The use of fund balance in General Fund (more than we are taking in) increased from \$334,568 to \$765,537, up by \$430,969.

The entire budget was open for discussion at this meeting not just the changes that Council requested.

- Fred Miller, Bisbee resident spoke about the Tourism Department. He talked about the expansion of the Visitor Center. He requested that it be renamed to Tourism Division (Importance of Tourism).

Ms. Bagley discussed the changes and the increases to the fund balance. Summary of Changes from 4/22-4/23 Budget Work Sessions is attached as Exhibit "A" to these minutes.

- Use of Fund Balance in General Fund Increased from \$334,568 to \$765,537, up \$430,969
- Listed in detail the Increased Budget Gap \$483,273
- Listed in detail the Decreased Budget Gap \$52,304
- Total Change \$430,969
- Other Questions/ Comments

The following items were discussed and recommended to be added to the budget:

- Vehicle replacement/ equipment for Fire Department
- Animal Shelter increase \$10,000.00
- Pool Part-Time from \$46,000.00 to \$25,000.00

Mayor and Council discussed, asked questions and made recommendations regarding the summary of changes presented for the draft budget. Mr. Pauken, Mr. Bagley and some Department Heads discussed, answered questions and will include the recommendations made by Council to the draft budget and will have another meeting to discuss the draft budget.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Johns

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 6:59 PM

David M. Smith, Mayor

Summary of Changes from 4/22 - 4/23 Budget Work Sessions:

* Use of Fund Balance in General Fund Increased from \$334,568 to \$765,537, up \$430,969

Increased Budget Gap:

Reduced Ambulance revenue by \$200,000 to be more in line with current revenues	200,000
Added 25% Dependent Health Reimbursement, 11 employees currently enrolled in a dependent health care plan, 7 in GF.	8,296
Added an additional Police Officer to PD to help cover staffing losses. No reduction in OT added	81,372
Added \$50,000 to PD Capital Expenditures for Tazers and Toughbooks	50,000
Added \$30,000 to Building Maintenance for repairs to building at Cemetery and Pump House	30,000
Added an additional \$50,000 to Contingency	50,000
Reallocated GF Internal Services Expense based on new expense amounts	63,605
	<u>483,273</u>

Decreased Budget Gap:

Added \$10,000 to FD Out of City Services	10,000
Reduced Animal Shelter Expense by \$10,000 to reflect current contract amount	10,000
Eliminated Professional Fees (\$5,000) & Health Reimbursement (\$10,000) in Admin Gen Govt., benefit used by few employees	15,000
Eliminated T1 Line in IT	5,000
Changed Trans Grant Match amount in FD from 19,177 to 9,400. Working on a \$94,000 grant. Matches are usually 5 - 10%	9,777
Corrected Budgeted PW Director Salary & Benefits	2,527
	<u>52,304</u>

Total Change:

430,969

Other Questions/Comments:

- * Increase to Streets Salary Expense was because FY19 none of the PW Director Salary was allocated to this department. FY20 there is 25% of PW director allocated to Streets
- * Added back in the Transportation Grants in anticipation of FAA Grant, City of Bisbee's turn to receive
- * Increased Airport Fuel Revenue & Fuel for Resale both by \$5,000
- * Added \$400,000 to Police Special Revenue & Grants, group working on donations and/or grants for equipment
- * Question on "Repair & Replacement - Other" in the Waste Water fund. This was to "Repair Seepex Pump" This account line could probably be eliminated and the \$5,000 moved elsewhere. Any repairs can be placed under Building Repair & Maintenance, Equipment Repair & Maintenance, or Pump Repair & Replacement
- * Reduced Miscellaneous Grants from \$1,000,000 to \$500,000