

MINUTES OF THE BUDGET WORK SESSION OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, HELD JUNE 10, 2009, AT 5:30 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

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CALL TO ORDER AND ROLL CALL

Mayor Joens called the budget work session to order at 5:30 p.m. Roll call was taken as follows:

COUNCIL MEMBERS PRESENT

Diane Joens, Mayor  
Karen Pfeifer, Vice Mayor  
Tim Elinski, Council Member  
Duane Kirby, Council Member  
Linda Norman, Council Member  
Terence Pratt, Council Member  
Darold Smith, Council Member

STAFF MEMBERS PRESENT

Doug Bartosh, City Manager	Marianne Jiménez, City Clerk
Rudy Rodriguez, Finance Director	Tim Costello, City Engineer
George Gehlert, Community Development Director	Dan Lueder, Utilities Director
Mike Casson, Fire Chief	Morgan Scott, Staff Engineer
Jody Fanning, Police Chief	Kyla Allen, Executive Assistant

ITEM FOR DISCUSSION, DELIBERATION AND POSSIBLE DIRECTION TO STAFF:

FISCAL YEAR 2009-10 BUDGET WRAP-UP

Mr. Rodriguez stated traditionally the Council had always requested to have \$100,000 in undesignated reserves. In past years it was never completely drawn down. There was also a \$700,000 buffer for the recreation center. Already \$200,000 has been drawn on that for legal fees. The fire department was acquiring new defibrillators as well as twelve new firefighters. There was a question about what to do with old equipment that was being replaced.

Chief Casson reviewed the types of machines in question and indicated they really could not be used by the general public. They could be kept as reserves, they could be sold as surplus, or they could be donated to communities which didn't have our level of programs.

Mr. Rodriguez stated consideration would have to be given for funding to Economic Development's "Focus on Success" program.

Council Member Kirby asked if since we were already funding Old Town \$10,000, the

\$2,000 allocated here for Old Town could be deducted.

Mayor Joens stated the Economic Development Director had asked how he was going to be able to implement the plan. Its objectives were due in a year and the budget had been prepared as presented without any funding for it.

Mayor Joens stated we created the plan and were given close to \$50,000 to do it. What did we want to invest back into the plan, she asked, to make sure that it happened in a timely manner.

Council Member Elinski asked if it was possible to put this on hold until the Council could hear from the Economic Development Director.

Mr. Bartosh stated there was no way to know when he would return from medical leave.

Council Member Smith stated tourism funds should come from the Chamber of Commerce and Old Town's from their own funds since they were already being funded separately.

Council Member Pratt stated his understanding was Old Town money was for things the City was doing separately from the Old Town Association.

Mr. Bartosh stated that was correct. "Focus on Success" had specific objectives. The figures presented here were probably an initial investment to getting that plan completed.

Mayor Joens stated he had been asked to tell the Council what he needed and the Council would then decide.

Vice Mayor Pfeifer stated the Economic Development Director had no budget and was doing things on a shoe string. Things were growing and he worked closely with the Chamber but the funds were not going to the Chamber.

Mayor Joens stated the City didn't contribute much to Mr. Rooney's work other than his salary. Currently the Cottonwood Economic Development Council was taking on all of his expenses.

Council Member Kirby stated he was ready to support the funding request, but he would like to know if we had any plan for it.

Mr. Bartosh stated the plan was for Mr. Rooney to return and do it. His medical recovery was expected to be quick.

Mayor Joens stated if he chose not to return, we would find someone else to implement the plan because we had a \$50,000 plan that had been worked on and that person would be the City Manager.

Council Member Elinski asked where the proposed \$19,000 budget for him came from.

Mr. Rodriguez stated from the \$100,000 of undesignated reserves.

Council Member Norman stated Old Town was a part of the City and we didn't necessarily have to leave everything up to the Chamber on tourism.

After further discussion Mayor Joens stated the consensus was, with Council Member Smith not fully agreeing, to put this into the budget.

Mr. Rodriguez stated a reserve had been set aside for the recreation center so there would be funds available at the end of the year to deal with any issues that arose with it. It was based on anticipated revenue and would be eliminated if revenues did not materialize. Another thing that came up was custodial services. We were looking at additional library cleaning: an extra morning cleaning on Mondays and Wednesdays which would cost an additional \$1,560. With the Public Safety Building there were three options: 1) light cleaning, mid-week with no weekend service for \$2,600; 2) full Wednesday cleaning for \$5,100; 3) full cleaning on Wednesdays and light cleaning on weekends for \$10,208. All represented annual costs.

Council Member Kirby stated he preferred option three and really wanted full cleanings every day. It was good for the picture that the City provided for its citizens and its visitors. The funding was for a full year, but we might not have to fund the Public Safety Building that long if it were closed to the public.

Mr. Rodriguez asked if that would be the same for the library too, Mondays and Wednesdays.

Mayor Joens stated it would and he should budget the \$1,560 and the \$10,208.

Ms. Becky Ruffner, representing the Yavapai County Advocacy Center, stated they were located in Prescott Valley but provided a county-wide service to all 15 law enforcement jurisdictions for investigations of family violence crimes. Cottonwood had been a partner since its inception. Funding was originally based on a formula of 25 cents per person in the county which had not changed. They were asking for additional funding from the county and cities to total \$50,000 which would be added to the overall operating budget of \$260,000. There were two full time victim advocates dealing with domestic violence victims and abused or neglected children. Basic medical exams were provided and assistance with dealing with the justice system. They saw about 450 victims per year, half of those were children. She asked for continued support and hoped there could be additional support as well.

Mr. Bartosh stated he had a conflict since he was Chair of the Board of Child Abuse Arizona. The Family Advocacy Center, which really supported law enforcement, had an operating budget of \$260,000 per year but the agencies themselves only funded \$49,000 of it. The

Center made up the rest with grants. Prevent Child Abuse had been making up about \$43,000 in deficits for the last several years to keep the doors open on the Family Advocacy Center, which obviously hurt their other programs. This was a start of an approach to all jurisdictions to say it was time to step up and fund this because it was something that supported your community, your law enforcement, and you had to pay your fair share for it.

Council Member Kirby asked where the money came from last year.

Mr. Rodriguez stated \$2,715 was funded from the police department's budget.

Mayor Joens asked how the children and families would be impacted if they were forced to close their doors because they didn't have money to operate.

Ms. Ruffner stated there were two ways. Kids who were sexual and physical abuse victims received a forensic interview, one that could hold up in court. These were done in a kid friendly environment by a trained forensic interviewer. Not all police and sheriff's departments had those resources available when needed. It was not recommended that uniformed officers conduct interviews or that those be done in a police station. The Center did not keep evidence or make prosecution decisions. They provided the space for appropriate interviews and investigations. Adult victims, including those of rape, received similar specialized care from trained sexual assault examiners. They received counseling, active care, exams, interviews, and access to law enforcement.

Council Member Elinski asked if she was asking for more money in addition to the \$2,715 already being donated.

Ms. Ruffner stated yes.

Council Member Smith stated his approval if the funds came out of the police department budget.

Mr. Rodriguez stated this was based on 25 cents per person. He asked if the rate would be raised to 30 or 35 cents per person and if that would apply to all cities. We would like to contribute but didn't want to carry everyone else.

Ms. Ruffner stated other municipalities and the county had agreed to contribute 25 cents per person. The County's contribution was cut 7.5 percent from last year. This year 25 cents per person would do. The Center was in the process of preparing a new business plan.

Council Member Elinski asked how many other municipalities she had approached this year.

Ms. Ruffner stated letters had been sent to all of them and she had talked to the County and the City of Prescott. Both of them stated there would be fee decreases. Indications from others were for increases.

Mr. Rodriguez asked when the business plan would be ready.

Ms. Ruffner stated in about 60 days.

Mr. Rodriguez stated contributions would continue at 25 cents per head. Once the plan was ready for presentation, it could be reviewed again and funds taken from undesignated reserves.

The Council expressed its desire to continue support and increase it if revenues permitted. The question was what the State would do with shared revenues. Prudence dictated that no increases be granted until it was certain they could be funded.

Mayor Joens stated the consensus was to increase contributions by ten cents per head now and later reconsider adding more.

Mr. Rodriguez stated other agencies needed to be considered now. Funding for the Senior Center was set for \$45,000.

Mr. Bartosh stated the amount for the Humane Society was budgeted in Animal Control.

Mr. Rodriguez stated the Old Town Association (OTA) was budgeted for \$10,000. One of the reasons for funding was that they were part of the Main Street program.

Ms. Jiménez stated they were no longer accredited with the Department of Commerce. Historically, city funding for the OTA was mainly for it to manage the Arizona Main Street Program for the City. The Program was developed to revitalize historic districts and promote tourism.

Mayor Joens asked if it would be beneficial if we approached them about seeking re-accreditation.

Mr. Bartosh stated he would explore that with them and with Mr. Rooney when he returned.

Mayor Joens asked how the Council felt about funding the OTA's request for banners, revitalizing the carpet in the Old Town Jail for the Wine Consortium, and special events--at a minimum the Chocolate Walk and Art Walks.

The Council consensus was to fund the OTA the amount of \$10,000 and to require it to submit quarterly reports in order to obtain that funding.

There was discussion about an existing agreement for funding the Humane Society for about \$29,184. There was a question whether to earmark the funds and how much additional should be given, making sure it would be used only for services to Cottonwood, since other jurisdictions made use of the facility and its services. Additional funding should be conditional upon the state of the budget being healthy later in the year.

Mr. Rodriguez suggested, and Council consensus was, for the amount to be left as it was and negotiations be held later to increase the amount if circumstances warranted.

Discussion took place regarding the Verde Valley Veterans Van (VVV) request for funding. The focus was whether it was a legitimate non-profit agency and truly provided a service or actually deterred service from being provided by the federal government and if veterans would have better service with or without funding this agency. The consensus was, if it was legal to contribute to this L.L.C., the Council would fund it for \$5,000, provided quarterly reports were submitted by VVV.

Mr. Rodriguez stated \$15,000 had been allotted to Catholic Charities for utility bill relief. The conditions for distribution meant it would not necessarily be fully utilized and no new funds would actually be added until such time as existing funds were exhausted.

The Council consensus was to increase funding for Verde River Days from \$1,000 to \$2,000 to be funded evenly from the General Fund & the Utility Department.

Mr. Bartosh stated that staff time at the event constituted a significant contribution as well.

The Council consensus was to fund the Birding Festival for the amount of \$1,000, the Verde Concert Association for \$2,000, and to add an additional VISTA worker for \$5,250, plus expenses, who would work with disadvantaged youth under the coordination of Ms. Jiménez.

Discussion turned to the City's bicycle plan and the need to have bike racks in order to encourage bicycle use. Locations should be on public property and visible enough to demonstrate the community's bike friendliness. Implementation required further input from the public and biking experts.

Mr. Rodriguez stated that a review of the recreation center budget had resulted in a reduction of projected temporary staffing costs and benefits, prior to opening. The figures had been lowered to \$58,500 and \$10,600 from \$131,000 and \$15,000 respectively. Adjustments had also been made to the Library utilities and maintenance.

The Council consensus was to acquire a new pool vehicle, particularly for Council and the Economic Development Director's use, with \$20,000 to be budgeted.

Mr. Rodriguez stated Planning and Zoning's data base program budget had been increased from \$10,000 to \$30,000. Canopies for their building were budgeted for the following year and would remain so. The tentative budget would be presented at the July 7 meeting. This would set our expenditure limitations.

Mayor Joens stated she would like a discussion about how Council Members who were away could participate in Council meetings over the phone, as was done in other localities.

ADOURNMENT

Council Member Kirby moved to adjourn. Council Member Elinski seconded the motion, which carried unanimously. The work session concluded at 8:04 p.m.

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Diane Joens, Mayor

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Marianne Jiménez, City Clerk

CERTIFICATION OF MINUTES

I hereby certify that the attached is a true and correct copy of the minutes of a budget work session of the City Council of the City of Cottonwood held on June 10, 2009. I further certify that the meeting was duly called, and that a quorum was present.

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Marianne Jiménez, City Clerk

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Date