

MINUTES OF THE BUDGET WORK SESSION OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, HELD JUNE 26, 2013, AT 6:00 P.M., AT THE CITY COUNCIL CHAMBERS BUILDING, 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

CALL TO ORDER AND ROLL CALL

Mayor Joens called the special meeting to order at 6:00 p.m. Roll call was taken as follows:

COUNCIL MEMBERS PRESENT

Diane Joens, Mayor
Karen Pfeifer, Vice Mayor
Jesse Dowling, Council Member
Tim Elinski, Council Member
Randy Garrison, Council Member
Terence Pratt, Council Member

COUNCIL MEMBERS ABSENT

Ruben Jauregui, Council Member

STAFF MEMBERS PRESENT

Marianne Jiménez, City Clerk
Steve Horton, City Attorney
Rudy Rodriguez, Administrative Services General Manager
Morgan Scott, Development Services Operations Manager
Roger Biggs, Utilities Department Administrative Manager

DEPARTMENTAL BUDGETS--WATER , WASTEWATER, STREET MAINTENANCE & CONSTRUCTION, CIP FUND

Mr. Rodriguez stated before they went through the remaining departmental budgets, he wanted to review where they were with the budget. Items currently included in the proposed budget were a cost of living for employees at 1.7 percent; longevity pay at \$45,000; the employee merit program was fully funded; there was no health insurance cost shift to employees; undesignated reserves were budgeted at \$100,000, the council contingency fund was budgeted at \$35,000, and the city's Building Better Community Grants program was budgeted for \$15,000. He noted the following adjustments had been made to the tentative budget based on previous budget discussions: city clerk's travel and training fund had been increased by \$1,000; the city council's budget had been adjusted by increasing the office supplies budget by \$150, increasing the public relations fund by \$2,800 and removing the \$450 that was noted for the Gardner property that was no longer necessary.

Mr. Rodriguez then reviewed the personnel requests that were not budgeted which included an assistant fire chief, two police specialists, one police records clerk, one records clerk, one police supervisor, and one utilities electrical technician. He then reviewed the departmental programs and capital requests that had not been funded.

Mr. Rodriguez reviewed the general fund reserves as follows: 60 days coverage, \$2,268,830; capital accumulation fund, \$1,000,000; undesignated reserves; 1 percent sales tax general fund capital, \$214,750, reserve for capital/programs, \$340; and the longevity plan, \$45,000.

BUDGET WRAP-UP

After discussion regarding the requests for funding from outside agencies, the council directed Mr. Rodriguez to fund the Old Town Association \$5,000; Old Town Center for the Arts, \$20,000; Boys & Girls Club, \$25,000 providing they conduct an audit of their books and pay their payroll taxes due; Adopt for Life, \$1,200; and Senior Center, \$10,000. Funding for these agencies was to come from the proposed budget amount of \$15,000 for the city's Building Better Community grant and the remaining funds to come out of undesignated reserves.

The council also directed Mr. Rodriguez to budget \$35,000 for council reserves, the employees' cost of living adjustment in the amount of \$156,920, and to come back with a plan to disburse the longevity pay which was budgeted for a total amount of \$45,000.

Mr. Rodriguez stated some of the numbers included in the budget may change with the end of this fiscal year, and he would be polishing up the proposed budget and bringing it to the council on July 9 for adoption of the tentative, with adoption of the final budget on August 13.

ADJOURNMENT

The budget work session adjourned at 8:30 p.m.

Diane Joens, Mayor

ATTEST:

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 26, 2013. I further certify that the meeting was duly called, and that a quorum was present.

Marianne Jiménez, City Clerk

Date