

CITY OF WILLIAMS CITY COUNCIL

BUDGET RETREAT ANNOTATED MINUTES AGENDA ITEM

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MARCH 3, 2016
COUNCIL ACTION

I. PROCEDURES:

- A. Call to Order Mayor Moore called the meeting to order at 11:10 a.m. at Rod's Steak House.
- B. Roll Call Mayor John Moore, Vice Mayor Don Dent, and Councilmen Craig Fritsinger, Bernie Hiemenz, Lee Payne and James Wurgler were present and constituted a quorum. Present from City Staff were Jim Wine, Interim City Manager, Finance Director Keith Buonocore, and City Clerk/HR Director Susan Kerley
- C. Approve Agenda Councilman Fritsinger made a motion to approve the agenda as presented. Councilman Wurgler seconded the motion, and it carried 5-0.

II. COUNCIL BUDGET RETREAT

- A. Introduction/Overview: Jim Wine, Interim City Manager Jim Wine introduced the session by saying that it is a start to get a high level view of a plan that suggests where Council wants the community to go.
- B. Status of Current Budget: Keith Buonocore, Finance Director
- There are some areas where funds are restricted because of A.R.S. or bond covenants.
 - An amount is put aside every month to make certain we have funds for bond/debt payments when they are due.
 - The balance owed to APS represents operating and maintenance work they do around town as well as all upgrades and improvements made since 2011. We've been paying them approximately \$300,000 each month.
 - Each month it costs about \$1,000,000 to operate the City. He hopes to have a little cash to carry into the new budget.
 - Sales tax collections have increased by about 5% with BBB increasing by about 14%. This amounts to about \$230,000 over last year.
 - We are just starting the budget process and will get numbers from the State on projected revenues.
 - The City's outstanding debt is about \$24 million.
 - Copies of the report on Sweet Water Well have been distributed. We still owe United Drilling approximately \$300,000. The Finance Director will not know the City's exposure until he receives

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- invoices. The balance owed to Drilltech is unknown, but Jim Wine will research it.
- It was suggested that some staff member call vendors to get invoices for outstanding balances.
 - These expenditures with APS have come before Council. We need to make certain:
 - Any developments have paid their portion.
 - It makes sense for us to extend lines.
 - We follow guidelines for extending lines
- C. Review of Goals for Retreat: Jim Wine
- Jim Wine suggested that Council might identify the desired service levels that the Staff can assume with the budget; determine if there's any interest in employee benefits; look at a goal for the next City Manager of developing a five-year financial plan for Council along with a capital improvement plan.
- D. Identifying High Level Goals and Areas of Focus: Mayor/Council
- Streets:
- Repair Route 66/Railroad Avenue
 - Staff should develop a five-year Street Maintenance Plan that includes residential streets with estimated costs for Council's review
 - Initiate an annual chip seal program
- Water:
- Estimated cost for finishing Sweet Water Well is about \$3.5 million for all phases.
 - Staff was instructed to get the costs for installing a trash pump to test the water from the well
 - A review of the Fire Department's capabilities vs. the City's needs was recommended as well as a review of goals with department heads
 - The focus should be on cleaning up and fixing up City and privately-owned properties and enforcing abatement issues.
- E. Ordering Priorities: Mayor/Council
- No priorities were assigned.
- F. Determining General Budget Direction: Mayor/Council
- No discussion.

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G. Review of Next Steps and
Adjourn: Jim Wine/Mayor
Moore

- Budget Calendar:
Jim Wine
- Adjourn: Mayor
Moore

Budget worksheets will be given to Department Heads on Monday, March 7th. Having department heads appear before Council will be added to the budget calendar.

The Mayor said that the safety and welfare of the community is the main objective of Council.

Councilman Fritsinger made a motion to adjourn, and it was seconded by Councilman Hiemenz.

The meeting adjourned at 12:40 p.m.

Mayor John Moore

ATTEST:

City Clerk