

MINUTES OF THE PEORIA CITY COUNCIL
CITY OF PEORIA, ARIZONA
PUBLIC SAFETY ADMINISTRATION BUILDING, PEORIA ROOM
April 25, 2008

A **Budget Study Session Meeting** of the City Council of the City of Peoria, Arizona was convened at the Public Safety Administration Building (PSAB), Peoria Room, 8351 West Cinnabar Avenue, in open and public session at 3:30 p.m.

Members Present: Mayor Bob Barrett; Vice Mayor Cathy Carlat; Councilmembers Ron Aames, Joan Evans, Vicki Hunt, Carlo Leone and Dave Pearson.

Members Absent: None

Other Municipal Officials Present: Terry Ellis, City Manager; Carl Swenson, Deputy City Manager; Susan Thorpe, Deputy City Manager; John Wenderski, Deputy City Manager; Mary Jo Kief, City Clerk; J.P. de la Montaigne, Brent Mattingly, Bill Mattingly, Jeff Tyne, and Linda Blas.

Audience: Approximately 3 members of the public were present.

Fiscal Year 2009 Budget Workshop

Clerks' Note: The complete Proposed FY2009 Budget is on file in the City Clerk's Office.

Housekeeping

Jeff Tyne, Budget Director, presented schedule adjustments for the April 29, 2008 and May 3, 2008 Budget Study Sessions and provided Council with new agendas.

In response to a request for information from the Budget Workshop Session on April 23, 2008, Brent Mattingly, Chief Financial Officer, provided Council with information on the history of rates for the various retirement plans within the City of Peoria.

In response to questions from Councilmember Evans, Mr. Mattingly explained that the retirement rates are set by the respective boards that govern the retirement system and the legislature can place limits on those rates. For example, elected officials are capped by the State Legislature at 7 percent.

In response to a request for information from the Budget Workshop Session on April 23, 2008, Mr. Tyne explained that the total monies collected for charges for services equals 40 percent of the revenue streams.

Department Reviews

Public Works Department

Jeff Tyne, Budget Director, provided an overview of the Public Works Department which provides services to both external and internal customers: Solid Waste Operations, Streets Programs and Maintenance, Fleet Operations, Facilities and Transit. Mr. Tyne stated that the Public Works total budget is \$34,995,000, which is a decrease of 4.7 percent and includes 177.75 full-time employees (FTEs).

Presenting information on the Public Works supplemental requests included: Bill Mattingly, Director; Janet Ramsey, Street Operations Manager; Walt Begley, Facilities Manager; Randy Roberts, Transit Manager; Warren Laing, Fleet Services Manager; Jesse Duarte, Solid Waste Manager, Ed Striffler, Design and Construction Manager and Cathie Lutch, Management Analyst.

Mr. Mattingly summarized the supplemental requests that total \$1,763,517 by Revenue Fund:

- Commercial Solid Waste Fund Supplements totaling \$173,326 and include increases for Fleet Services Costs and Contract Equipment Operators
- Residential Solid Waste Fund Supplements totaling \$137,741 and include Fleet Services Costs
- Storm Water Drainage System Fund Supplements totaling \$62,670 and include utility Stormwater Location Service and Contractor for Landscape Services
- Fleet Services Fund Supplements totaling \$755,856 and include Unleaded Gasoline Increases, Diesel Fuel Increases, Motor Vehicle Repair and Maintenance Increases, Heavy Vehicle Lift, Waste Oil Recovery System, Motor Vehicle Tires and Motor Vehicle Parts
- Facilities Maintenance Fund Supplements totaling \$491,788 and include Stand By Pay, Building Utility and Maintenance Workers, Custodians – Municipal Operations Center, Reallocation of a .5 FTE Custodial Worker Position, Field Laptops, Asset Management Support, Community Center Roof and Fire Station #3 Tile Roof Repair
- Highway User Fund Supplements totaling \$103,836 and include Traffic Signal Electricity, Thermo Plastic Equipment Replacement and Two Field Laptops
- Public Transit Fund Supplements totaling \$38,300 and include increasing an existing Transit Dispatcher, Fleet Service Charges, and reassignment of two .25 FTEs

In response to questions from Council regarding the recycling, Mr. Mattingly explained that the City of Peoria does not currently have a commercial recycling program but that will be looked at within the next 12 months.

Discussion ensued about how the fuel increase rates are shown in dollar amounts as opposed to percentages. The Council agreed the rates should be shown as percentages in the future.

Discussion ensued regarding further clarity in the line item budget for garbage and curbside recycling.

Discussion ensued regarding departmental contingency funds. In response, John Wenderski, Deputy City Manager, stated the Council has previously established a reserve policy which is sufficient for unforeseen costs. The funds within the reserves cannot be used without Council's authorization.

In response to questions from Vice Mayor Carlat regarding the Community Center, Mr. Mattingly stated the Community Center roof is not currently leaking, but the request for funding in the amount of \$20,000 is to provide a seal coat on the roof in order to buy time for Council to determine what they are going to do with the Community Center. The goal is to ensure the roof does not leak in the interim period while studies are being conducted.

In response to Councilmember Pearson's question regarding street resurfacing, Ms. Ramsey stated the City of Peoria's street resurfacing is comparable to other cities within Arizona. As far as industry standards, Ms. Ramsey stated, the City of Peoria would preserve our pavements better but they do well considering the funding is an issue. Mr. Tyne stated that we have been using transportation tax money for repaving streets.

Mayor Barrett declared a short break at 4:50 p.m. and resumed the meeting at 5:00 p.m.

Office of the City Clerk

Jeff Tyne, Budget Director, informed the Council that the City Clerk's Office provides support to the City Council and support to Peoria citizens by recording and maintaining the proceedings of Council meetings, maintaining official records and overseeing the election process for the City's elections. Mr. Tyne reviewed the proposed FY2009 budget for the Office of the City Clerk totaling \$1,330,684 which includes \$50,000 for contract services.

Mary Jo Kief, City Clerk, provided Council with an overview of the supplemental requests for FY2009. The requests outlined included:

- Elections – Funding for Primary and General Elections
- City Clerk – Contract Employees
- Records and Information Management – Records Services for Off-site Storage and Services
- City Clerk – Recording Fees

In response to questions from Councilmember Aames, Ms. Kief explained that the total cost for an early voting satellite location would be \$12,000. Ms. Kief explained that her discussions with Maricopa County have revealed that they are cutting out all early voting satellite locations with the exception of two in the downtown area and one in Mesa. Ms. Kief stated she would provide the Council with additional information regarding which northwest cities will be hosting an early voting satellite location. Mayor Barrett requested that discussion regarding the early voting satellite location be brought back before the Council for discussion on Saturday, May 3, 2008.

In response to questions from Councilmember Hunt regarding passports, Mr. Ellis stated the City Clerk facility does not accommodate passports very well, but there is a plan to adjust the physical layout to accommodate passport customers. Ms. Kief stated the City Clerk's office will undergo a rearrangement in the office for a temporary accommodation for passports. Mr. Ellis stated the City of Peoria provides a vital service to the community by providing the passport service. Ms. Kief stated 49.54 percent passport customers are City of Peoria residents. Councilmember Pearson requested Ms. Kief provide the Council with how much we subsidize the passport function and the passport fee structure and whether a non-resident fee can be added in addition to the standard processing fees. Ms. Kief agreed she will check with the State Department to see if non-Peoria residents can be assessed a higher fee.

Community Services Department

Jeff Tyne, Budget Director, reported that the Community Services Department is responsible for the development and maintenance of City parks, rights-of-way, libraries, the Sports Complex and a variety of recreation programs, many of which are revenue recovery programs. Mr. Tyne stated that the total FY2009 budget for the department is \$22,264,632, which is a 4.8 percent increase from the FY2008 budget.

Presenting information on the Community Services Department supplemental requests included: J. P. de la Montaigne, Director; Chris Calcaterra, Sports Facilities Manager; Kirk Haines, Parks Superintendent; David Hunenberg, Library Manager; and Brenda Rehnke, Recreation Manager.

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Mr. Haines explained that the Community Services Department is responsible for the maintenance of parks, overseeing the aesthetics and maintenance of the City's right-of-way areas, eradicating graffiti, providing security and safety within the public parks and trail systems through the Park Rangers Program and improving the overall safety of playgrounds.

Discussion ensued regarding Park Rangers and the amount of time a Park Ranger is able to provide services to each park. Councilmember Pearson suggested that Staff project future Park Ranger needs.

Mr. Haines provided information related to the supplemental requests for the Community Services Department as they relate to parks.

Mr. Hunenberg presented an overview and statistical summary of the Library Division. Mr. Hunenberg reported that with last year's supplement the Library Division was able to purchase 5,000 additional books. FY 2009 supplemental requests include the anticipated opening of the Branch Library in Spring of 2009.

Ms. Rehnke presented a statistical summary for the recreation center and an overview of upgrades which include a pool blanket over Centennial Pool. FY 2009 supplemental requests include utility and fuel increases and refurbishing and repairing the Centennial Pool.

Mr. Calcaterra provided information on the Peoria Sports Complex and Spring Training. Mr. Calcaterra reported that he attributes the increase in ticket sales to their improved marketing strategies and usage of a different ticket vendor. Mr. Calcaterra informed that one of the biggest upgrades to the Peoria Sports Complex is Autograph Alley. Other improvements include seat replacement and parking lot renovations.

Community Services Department supplements included:

- ROW (Right-of-Way) Landscape Improvements and Contract Increase
- New Branch Library
- Community Development Block Grants Funded Pilot Project – Year Two
- Personal Training Program at Rio Vista
- Utility/Fuel Increases
- Parks South – Increased Costs
- Main Library – Express Check Kiosks
- Swimming Pools – Replacement Items for Pools
- Parks North – Tennis Court Fence Replacement
- Parks North – Playground Shade Structures
- Parks South – Playground Surface Renovation

- Community Center – Community Center Building Improvements
- Sports Complex Operations/Maintenance – Part-time benefited employees to full-time
- Utility Increase for Electricity
- Facilities Request for Automatic Temperature Control Upgrade
- Janitorial Services Increase
- Complex Grounds – Repair, Replacement, Renovation
- Field Light Replacement Phase II
- Facility Request for Scoreboard Marquee Service
- Signage Package
- Well-site Water Tie-in Project

In closing, Mr. Tyne reviewed the agenda for the next Budget Meeting on April 29, 2008, which will include City Council, City Manager, Budget, Engineering, Information Technology and City Attorney Budgets.

Adjournment:

Being no further business to come before the Council, the meeting was duly adjourned at 6:46 p.m.

Bob Barrett, Mayor

ATTEST:

Mary Jo Kief, City Clerk

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CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Budget Study Session Meeting of the City Council of Peoria, Arizona held on the 25th day of April, 2008. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 26th day of August, 2008.

(Seal)

Mary Jo Kief, City Clerk