

**MINUTES OF THE PEORIA CITY COUNCIL**  
**CITY OF PEORIA, ARIZONA**  
**PUBLIC SAFETY ADMINISTRATION BUILDING, PEORIA ROOM**  
**April 29, 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:** Terrence Ellis, City Manager; Carl Swenson, Deputy City Manager; Susan Thorpe, Deputy City Manager; John Wenderski, Deputy City Manager; Steve Kemp, City Attorney; Mary Jo Kief, City Clerk; Stephen Bontrager, J.P. de la Montaigne, Brent Mattingly, Dave Moody, Larry Ratcliff, Sandy Teetsel, Jeff Tyne, Glen Van Nimwegen, James Mason and Rhonda Simmons.

**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**

In response to a request for information from the Budget Workshop Session on April 25, 2008, Jeff Tyne, Budget Director, informed Council there is one outstanding question pending with the U.S. State Department regarding passports and information related to the early voting satellite location the updated information will be presented to Council in its entirety on May 1, 2008.

**Department Reviews**

**Mayor and Council**

Mr. Tyne outlined the FY2009 budget for the Mayor and Council Office totaling \$1,239,000.

James Mason, Assistant to the City Manager, presented a supplemental request for the Council Assistant travel budget. Mr. Mason stated the request is for \$7,000, which is a one-time request; \$5,000 is requested for out-of-state travel for two assistants and

\$2,000 is for in-state travel for two assistants.

Councilmember Leone, Councilmember Pearson and Councilmember Aames expressed concerns regarding budgeting \$5,000 for out-of-state travel for Council assistants but did support \$2,000 for in-state training.

Councilmember Hunt stated she believes this is a valuable use of City money.

Councilmember Evans states she believes there is a big advantage for Council assistants to have funding for out-of-state travel, but with the budget scrubbing will consider alternatives.

Mayor Barrett requested that Staff provide additional information to Council on Saturday, May 3, 2008 regarding how much money has been allotted in the past for Council assistants for out-of-state travel related to training.

In response to inquiries from Vice Mayor Carlat, Mr. Mason informed Council that the training for Council assistants currently comes out of the general Council fund.

### **City Manager's Office**

Jeff Tyne, Budget Director, provided an overview of the City Manager's Office and reported that the total FY2009 budget for the office is \$2.3 million, which is an approximate .9 percent increase from FY2008.

Mr. Mason presented the budget supplements for the City Manager's Office totaling \$41,450. The requests included:

- Mentorship Program Development
- DocSend Scanning Station – a one-time office equipment charge
- Diversity Committee Budget
- Safety Management – Maintain Safety Programs to Meet OSHA Requirements
- Marvin Andrews Internship Program
- Safety Management – ASSE Certification in Safety Management
- Intergovernmental Affairs – IGL Related Meeting Expenses

### **Budget Department**

Jeff Tyne, Budget Director, provided an overview of the functions of the Budget Department and summarized the FY2009 budget for the department totaling \$1.16 million. There are no supplemental requests for the Budget Department.

Presenters for the Budget Department included Katie Gregory, Development Agreement Coordinator and Tamara Shreeve, Grants Coordinator.

In response to questions from Council, Ms. Shreeve reported that there have been \$1.5 million worth of grants applied for by the City of Peoria since the implementation of the Grants Coordinator position.

Mayor Barrett declared a short recess at 4:20 p.m. and resumed the meeting at 4:34 p.m.

## **Engineering**

Mr. Tyne summarized the Engineering Department budget totaling \$6,141,779 including a total of 49 FTEs, and a request for one additional FTE.

Presenters for the Engineering Department included: Dave Moody, Director of Engineering; Maher Hazine, Assistant City Engineer for Development Engineering; Dan Nissen, Assistant City Engineer; Kelly Renyer, Off-Site Inspection Supervisor; and Jamal Rahimi, Traffic Engineer.

Mr. Moody provided an overview of the functions of the Engineering Department. Staff presented the budget supplements totaling \$1.3 million that included:

- Engineering Administration – Citywide Electronic Plan Review
- Engineering Inspection Services – Overtime Cost Increase
- Engineering Administration – Preliminary Infrastructure Study: L303 and Lake Pleasant Parkway
- Capital Engineering – Contract CIP Right-of-Way Services
- Engineering Administration – Valley Metro Rail Membership and Corridor Study
- Engineering Inspection Services – Toughbook Mounts/Cradles
- Engineering Administration – Permits Plus Contract Support
- Traffic Engineering – Traffic Signal System Specialist
- Traffic Engineering – Intersection Safety Enhancements
- Traffic Engineering – Community Events and Walking Encouragement Programs
- Traffic Engineering – Citywide Bicycle Counts
- Traffic Engineering – Other Professional Services – Traffic Safety

Discussion ensued regarding the benefits of having a Citywide Electronic Plan Review. Carl Swenson, Deputy City Manager, advised that the Electronic Plan Review will reduce the time to review plans, and it will allow the developer to track their engineers better.

Mayor Barrett declared a short recess at 5:25 p.m. and resumed the meeting at 5:37 p.m.

### **Information Technology**

Jeff Tyne, Budget Director, reported that the Information Technology Department (IT) supports the computer, communication and technology requirements of the City. Mr. Tyne stated that the FY2009 base budget for the IT Department is \$9,266,956 with \$773,915 in supplemental requests.

Sandy Teetsel, IT Director and Chief Technology Officer, presented an overview of the mission, goals and challenges of the IT Department. Ms. Teetsel presented an overview of the supplemental requests:

- IT Development Services – Software Maintenance
- IT Operations – Hardware Maintenance
- IT Operations – Server Warranty Extensions
- IT Operations – Network Security Enhancements
- IT Development Services – Contract Web Designer
- IT Operations – SCADA/Network Support Vehicle
- Reserve For System Computer Equipment – Server Replacements
- IT Projects – Citywide IT Strategic Master Plan

### **City Attorney**

Jeff Tyne, Budget Director, provided an overview of the City Attorney's Office which provides General Legal Counsel, Victim Rights Support Services, and administers Risk Management. Mr. Tyne reported that the total budget is \$3,071,094.

Steve Kemp, City Attorney, outlined the supplemental requests totaling \$11,050. Supplements presented include:

- International Municipal Lawyers Association Training
- Copier Services (City Code Supplementals)
- National Association of Telecommunications Officers and Advisors Membership Cost Increase

Discussion ensued regarding juvenile court costs and what it would cost to handle juvenile cases. In response to questions from Council, Mr. Kemp explained that there is no enforcement at the city court level for juvenile cases.

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In closing, Mr. Tyne reviewed the agenda for the May 1, 2008 Budget Work Session. The agenda includes presentations by the Community Development, Economic Development, Fire and Police Departments.

**Adjournment:**

Being no further business to come before the Council, the meeting was duly adjourned at 6:28 p.m.

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Bob Barrett, Mayor

ATTEST:

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Mary Jo Kief, City Clerk

**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 29<sup>th</sup> day of April, 2008. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 26<sup>th</sup> day of August, 2008.

(Seal)

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Mary Jo Kief, City Clerk