

Minutes of the work session of the Winslow City Council held on May 9, 2023 at 5:00 P.M. in the main hall of the Winslow Visitor's Center, 523 West Second Street, Winslow, Arizona.

MEMBERS PRESENT:

Mayor Cano, Councilmember Cake, Councilmember Crisp, Councilmember MacLean, Councilmember McKee, Councilmember Tafoya

MEMBERS ABSENT:

Councilmember Nelson

STAFF:

David Coolidge City Manager, Trish Stuhan City Attorney, Suzy Wetzel City Clerk, Margaret Dyer Finance Director, Zach Pollard Finance Analyst, Ken Arend Police Chief, Kelleen Haney Police Department Office Manager, James Hernandez Fire Chief, Tim Westover Public Works Director, Jennifer Wilbanks Public Works Office Manager, Kelley Pugh Human Resources Manager, Brandee Leary Librarian, Kim Salazar Public Housing Director, Jason Sanks Zoning Hearing Officer (via Zoom)

Mayor Cano called the meeting to order. The Pledge was given and the Invocation was offered by Mayor Cano. Roll call was taken and Councilmembers Cake and Nelson were absent. Motion: Moved by Mayor Cano, seconded by Councilmember Tafoya, to excuse the absent members. Motion passed unanimously with Mayor Cano and Councilmembers Crisp, MacLean, McKee and Tafoya voting yes. Councilmember Cake arrived at 5:15 p.m.

REVIEW AND DISCUSSION REGARDING FISCAL YEAR 23/24 BUDGET

The City Manager discussed the budget book that was provided to the Council and staff directors. Contents of the book included information regarding the following:

- City Organizational Chart & Full Time Employee Listing
- Fiscal Year 24 Budget Proposal (line item account information)
- Fiscal Year 24 Capital Projects
- Fiscal Year Fee Schedule Changes
- Fund Balance Impact Summary

Throughout the discussion regarding the budget book information, the City Manager responded to questions and comments from the Council.

With regard to the Full Time Employee Listing, the City Manager explained that the list includes the following additional positions:

- City Clerk Assistant
- Administrative Assistant
- Engineering Project Manager
- Parks Maintenance Worker II (2)
- Parks Maintenance Worker (2)
- Facilities Maintenance Worker
- Evidence Custodian
- Firefighter/EMT (4)

In response to a question from Councilmember Crisp, the City Manager confirmed that the Parks seasonal positions are being eliminated. The City Manager also responded to a question from Councilmember MacLean regarding the impact that the new positions will have on the budget.

The City Manager discussed General Fund revenues and operating expenses as shown in the line item account information under Tab 2 of the budget book. The City Manager also confirmed that the budget includes a 5% market adjustments for employees.

The City Manager referred to the fact that the Sanitation Program is in trouble and commented on the residential solid waste and recycling fees shown in the operating budget. The City Manager stated that staff is looking at ways to stabilize the program including an increase to the Transfer Station voucher fees.

After briefly commenting on the proposed changes to the Fee Schedule, the City Manager explained the Fund Balance Impact Summary and Long-Term Debt and Lease information included under Tab 5 of the budget book. At the request of Councilmember MacLean, the City Manager clarified that the funds are earning interest.

The City Manager displayed a worksheet on the screen outlining Capital Improvement projects and the cost for each item currently included on the list. The City Manager discussed those items in detail and explained that the list also includes several proposed projects that can be moved to this year's project list since there is a surplus of funds in the amount of \$1.7 million.

There was further discussion regarding various proposed projects included on the list and clarification was provided that the Council will need to prioritize the items that they would like to move over to current projects prior to the next meeting on May 23rd so that the tentative budget can be adopted. Specific discussion included a request from Councilmember Cake for a new fire station and the proposed old police department Council Chamber remodel project.

Due to time constraints, the City Attorney stated that the City Manager can provide the list to the Mayor & Councilmembers and they can then each email their top 13 projects to him so they can be ranked prior to adoption of the tentative budget. The City Attorney clarified that the Council can still discuss and make changes to the capital projects prior to adoption of the tentative budget.

Mayor Cano expressed thanks to city staff for their efforts on the budget.

ADJOURNMENT

Motion: Moved by Mayor Cano, seconded by Councilmember Cake, to adjourn at 6:20 p.m. Motion passed unanimously with Mayor Cano and Councilmembers Cake, Crisp, MacLean, McKee and Tafoya voting yes.

Mayor

Attest:

City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the work session of the Winslow City Council held on May 9, 2023 at 5:00 P.M. I further certify that the meeting was duly called and that a quorum was present.

Dated this _____ day of _____, 2023.

City Clerk