

Minutes of the work session of the Winslow City Council held on May 2, 2024 at 4:30 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 Nelson, Councilmember Tafoya

MEMBERS ABSENT:

None

STAFF:

David Coolidge City Manager, Suzy Wetzel City Clerk, Margaret Dyer Finance Director, Franklin Caldwell Police Chief, Michael Duran Fire Chief, Tim Westover Public Works Director, Kelley Pugh Human Resources Manager, Jack Fitchett Economic Development Director, Brandee Leary Librarian, Kim Salazar Public Housing Director, Jennifer Wilbanks Public Works Office Manager

Mayor Cano called the meeting to order. The Pledge was given and a moment of silence was observed. Roll call was taken and Councilmember Nelson was absent. After Mayor Cano announced that Councilmember Nelson is running late, Councilmember McKee made a motion to excuse the absent member until she arrives. The motion was seconded by Councilmember Cake and passed unanimously with Mayor Cano and Councilmembers Cake, Crisp, MacLean, McKee and Tafoya voting yes. Councilmember Nelson arrived at 5:20 p.m.

REVIEW AND DISCUSSION REGARDING FISCAL YEAR 25 BUDGET

After thanking staff for their assistance with preparing the budget, the City Manager discussed the budget book that was provided to the Council. The budget book included the following items:

- Fiscal Year 25 Budget Message
- City Organizational Chart & Full Time Employee Listing
- Fiscal Year 25 Budget Proposal (line item account information)
- Fiscal Year 25 Capital Projects
- Fiscal Year 25 Fee Schedule Changes
- Fund Balance Impact Summary

The City Manager stated that the fiscal year 2025 reflects a decrease of \$4 million dollars in expenditures but includes a 3.5% market adjustment for staff to promote a competitive wage for recruitment, as well as a 2% increase for employees contingent upon performance evaluations.

With regard to the Full Time Employee Listing included in tab 1 of the budget book, the City Manager reported that no full time employees are being eliminated, however he explained that there are positions that have been vacated that will not be filled until the city sees a recovery in revenues. The City Manager responded to specific questions from the Council regarding staffing at the police department, the possible addition of both a police and fire captain and the Farmers Market Assistant positions.

Throughout the discussion regarding revenues and operating expenses as shown in the line item account information for each fund under tab 2 of the budget book, the City Manager responded to various questions and comments from the Council. It was noted that no funds were budgeted in the non-departmental tuition reimbursement account wherein the City Manager stated that funds will be added back into that line item.

When discussing the Sanitation Fund, the City Manager advised the Council stated they will need to consider either increasing solid waste collection rates by 10 – 15% or modify services that are currently being provided by eliminating recycling pickup. The City Manager clarified that free recycling drop-off would continue to be available at the transfer station. The City Manager further clarified that an item for discussion and action regarding the two options will be included on an upcoming agenda.

A break was observed from 5:45 p.m. to 6:10 p.m.

After reconvening from the break, the City Manager displayed a spreadsheet on the screen showing the Five Year Capital Improvement Plan for fiscal years 2024 – 2029. The City Manager discussed the projects and funding allocations in detail for each project shown the list and confirmed that the majority of the projects can be moved around if the Council wants to change their priority. The City Manager also displayed and discussed the results and rankings of the recent capital projects survey.

During the discussion regarding the capital improvement projects, the City Manager responded to questions from the Council including the committed funds for the levee, possible cost share for the announcer booth and dugouts and use of the Eagle Pavilion. At the request of Mayor Cano, the City Manager provided information regarding expenditure limitation.

The City Manager and Public Works Director also responded to questions and comments from Councilmember MacLean regarding bringing Clear Creek

water to all of the ballfields and there was additional discussion regarding the best way to accomplish this task.

Judy Howell announced that she had to leave the meeting and reminded the Council of previous discussions regarding the need for a new Animal Care Facility.

Following a brief discussion regarding the CDBG project, the City Manager responded to questions related to the grants listed in the Grants Fund. Mayor Cano referred to the birthplace cabin project that was originally taken on by the Historic Preservation Commission and stated that it might be necessary to look for a grant to assist with completion of the project. The City Manager responded by stating that he has met with the commission chairperson and staff is looking into the possibility of applying for a Heritage Fund Grant.

The City Manager referred to the proposed fee schedule changes shown under tab 4 of the budget book and stated that these are only recommendations for the Council to consider. After staff responded to questions and comments regarding the proposed changes, there was discussion specifically related to the recreation fee changes. Clarification was provided that additional information will be provided at the May 14th council meeting when the Notice of Intent will be considered by the Council.

The City Manager explained the information shown on the Fund Balance Impact Summary under tab 5 of the budget book which shows projected fund balances for each fund for both fiscal year 2024 and 2025. Tab 5 also includes information for the Long-Term Debt for fiscal year 2025 for the Water Fund, Wastewater Fund and the Capital Fund and amounts and term dates for various equipment leases. the City Manager commented on the possible impact that unanticipated levee costs could have on the city's long-term debt.

Councilmember MacLean expressed appreciation to the City Manager and the Finance Director for the solid financial position that the city is in and thanked staff for their efforts to maintain a balanced budget. Mayor Cano and other members of the Council recognized and thanked city staff that were in attendance.

The Council also thanked the City Manager for having the meeting on a different night than the regular council meeting to allow for extra time to present and discuss the budget.

ADJOURNMENT

Motion: Moved by Councilmember Cake, seconded by Councilmember Nelson, to adjourn at 7:50 p.m. Motion passed unanimously with Mayor Cano and Councilmembers Crisp, MacLean, McKee, Nelson 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 2, 2024 at 4:30 P.M. I further certify that the meeting was duly called and that a quorum was present.

Dated this *14th* day of *May*, 2024.

Suzy Wetzel

City Clerk