



“The mission of the City of Safford is to make Safford
a great place to live, work, and visit”

**CITY OF SAFFORD - COUNCIL WORK SESSION MINUTES
MONDAY, MAY 7, 2012 @ 6:00 PM
PHELPS DODGE ROOM - LIBRARY**

PRESENT: Wyn “Chris” Gibbs, Mayor; Council Member’s Ken Malloque, Mary Bingham, Jacque Attaway, Gene Seale, and Arnold A. Lopez.

ABSENT: Jason, Kouts, Vice Mayor

STAFF PRESENT: David Kincaid, City Manager; Sandra Findley, Executive Secretary; Christine Fisher, Personnel Director; John Griffin, Police Chief; Don Knight, Director Management & Budget; Ann Waite, Finance Director; Jan Elliott, Library Director; Randy Petty, City Engineer; Dustin Welker, Planner/Downtown Manager; Clark Bingham, Fire Chief; Joe Dominguez, Chief Building Inspector; and Georgia Luster, City Clerk. Sam Napier, IT Lead Specialist, assisted with the audio/video recording of the meeting.

OTHERS PRESENT: Tisha Clark, Glen Orr, and Richard Ortega.

1. **WELCOME AND CALL TO ORDER:** Mayor Gibbs called the meeting to order at 6:01:25 p.m.
2. **ROLL CALL:** A quorum of the council was present (6-1)
3. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Mayor Gibbs led the Pledge of Allegiance to the Flag.
4. **OPENING PRAYER:** Arnold Lopez offered the opening prayer.
5. **MAYOR’S HISTORICAL PRESERVATION:** Discussion and possible action on future disposition of the Mayor’s Historical Preservation Committee. Mayor Gibbs stated that he asked that this item be put on **tonight’s** agenda because he understands that the committee is operating as a separate 501c3 entity. He noted that the **Mayor’s** Historical Preservation Committee has been in existence since 2006. He believes the Council should dissolve the committee and rescind Resolution Number 06-009.

City Manager Kincaid suggested providing a resolution to the council at the next meeting to dissolve the committee. He noted that after reviewing minutes, it appears

there have never been any real appointments made to this committee. Although, a 501c3 non-profit corporation has been in place since 1996. Annual Reports have been filed through 2011, but no annual report has been filed for 2012. The three officers are Bill Lewis, Debra Morris, Susan Duros and Keith Alexander is listed as the Director of the 501c3 organization.

It was moved by Council Member Attaway, seconded by Councilman Malloque, and carried unanimously to dissolve the **Mayor's** Historical Preservation Committee and to rescind Resolution Number 06-009. A resolution will be provided to the Council at the next regular council meeting to dissolve the committee and to rescind Resolution Number 06-009.

MOTION ADOPTED

6. BUDGET WORK SESSION: A review of the proposed Fiscal Year 2012-2013 Budgets for the following Departments. (Draft of departmental budgets are attached)

1. City Council
2. Fire Department
3. Police
4. Community Development
5. City Clerk
6. City Manager

The budget discussion of the City Council was moved down between the City Clerk and the City Manager. City Manager Kincaid explained that a few items of the budget such as IT and Motor Pool charges have not been finalized at this point. Draft budgets are being presented.

Clark Bingham, Fire Chief presented a draft of the Budget of the Fire Department. He noted there are 27 volunteer firefighters and fire chief. Plan to apply for grants to replace equipment.

John Griffin, Chief of Police, presented a draft of the Budget of the Police Department: Administration, Detective Division, Patrol Division, Animal Control, and Grants and Outside Funding. A PowerPoint presentation was provided. The department's major accomplishments, initiatives and changes were reviewed. He noted total other agency calls received was 9,637 and Safford received 8,116 calls for service last year.

Mayor Gibbs encouraged the Council to start working towards giving consideration to building a capital building plan in the next budget. He believes a police and fire station is definitely needed.

City Manager Kincaid responded that funding for a new police and fire station, or any other facilities would not be a capital line item, but believes it would be a bond issue. It would need to go before the voters through a bond election. Building such facilities need to be site specific. He stated there is a need to think beyond Police, Fire and begin to talk conceptually and narrow it down to all city facilities and how do we want to operate this city in the future, and how do we want to integrate it with other municipalities or the county in the future. That has a long way to

go in terms of what facilities look like, how they are planned, and where do they go. Do we want remote facilities all around the city or do we want a municipal complex that could accommodate for future growth for county, jail, combined police department, and those kinds of things. We need to look long term because the decisions we make today will impact what we do 25 years from now.

Mayor Gibbs questioned why we **wouldn't** we be preparing for a bond election two years from now.

City Manager Kincaid responded that council has not given that direction to staff and what are the parameters we are to look at. As a council, do we want to look at just a police or fire department because it impacts what we do in the future? As a council, do we want to look at a campus setting? Do we want to look at incorporating a library in a complex, or a separate facility? All those discussions need to take place.

The Council agreed that there is a need to start discussing and looking at all city facilities to accommodate future growth. Investigate and consider possible existing city properties/buildings. Work sessions will be scheduled to begin discussions after the budget sessions are complete.

City Manager Kincaid commented that a goal and hope that the City could bring on a Community Development Director in the next fiscal year, 2013. Dustin plans to continue working with the consultant Richard Turner and the progress they are making to accomplish growing that area in the development side. The department has five basic areas which may be modified in the future once a Director is hired.

Dustin Welker, City Planner/Downtown Manager, presented a draft of the budget of Planning, Community and Economic Development. Major accomplishments, initiatives and changes were reviewed.

Joe Dominguez, Chief Building Official, presented a draft of the budget of Building Safety Department. Major accomplishments, initiatives and changes were reviewed.

Georgia Luster, City Clerk, presented a draft of the budget of City **Clerk's** Department. Major accomplishments, initiatives and changes were reviewed.

City Manager Kincaid presented a draft of the budget of City Manager Department and City Council. Major accomplishments, initiatives and changes were reviewed. The Boys and Girls Club budget will be moved to the budget of the City Council.

7. PRESENTATION: State Shared Revenue Presentation.

City Manager Kincaid presented a 5 year history (Actual) with two projected revenues for FY12 and FY13. He noted total state shared revenues are increasing approximately \$300,000 from what was projected last year. Auto Lieu Tax is down. Projected local revenues are expecting flat from budgeted figures, not from actual revenues received for 11/12 to 12/13. We are not seeing the trend we expected of 5, 6, 7 % growth. **It's** up and down with no real trend indicated. He recalled the HURF fund was added to the Auto Lieu fund to fund all streets and roads program. This picture indicates there will be no need to borrow from the General Fund.

Mayor Gibbs announced that the next budget work session will be held on Tuesday, May 29, 2012 because Monday is Memorial Holiday. He also stated the new council will be seated that evening.

Councilman Lopez reminded the Council that comments are being sought to be presented at the Annual League of Cities Conference, August 28-31 in Scottsdale.

Jim Howes and Arnold Lopez will attend the Newly Elected Officials Training, June 1-2, 2012 at Litchfield Park.

8. **ADJOURN:** It was moved by Councilman Malloque, seconded by Council Member Bingham, and carried unanimously to adjourn the meeting at 8:00:39 p.m.

APPROVED:

Wyn "Chris" Gibbs, Mayor
City of Safford

ATTEST:

Georgia Luster, MMC
City Clerk

CERTIFICATION

STATE OF ARIZONA)
) ss
County of Graham)

I hereby certify that the foregoing minutes are a true and correct copy of the Council Meeting/Work Session of the City of Safford, Graham County, Arizona held Monday, May 7, 2012, and approved at a Regular Council Meeting on May 14, 2012. I further certify the meeting was duly called, held and that a quorum was present.

Dated: May 14, 2012

Georgia Luster, MMC
City Clerk