

SPECIAL "BUDGET" SESSION MEETING NOTICE

WORKSHOP #1

TOWN COUNCIL OF DEWEY-HUMBOLDT

Tuesday, April 22, 2014, 9:00 A.M.

**COUNCIL SPECIAL "BUDGET" SESSION MEETING
2735 S. HWY 69**

**COUNCIL CHAMBERS, TOWN HALL
DEWEY-HUMBOLDT, ARIZONA**

AGENDA

The issues that come before the Town Council are often challenging and potentially divisive. In order to make sure we benefit from the diverse views to be presented, the Council believes that the meeting be a safe place for people to speak. With this in mind, the Council asks that everyone refrain from clapping, heckling and any other expressions of approval or disapproval. Council may vote to go into Executive Session for legal advice regarding any matter on the open agenda pursuant to A.R.S. 38-431.03 (A) (3), which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Council may resume the meeting, open to the public, to address the remaining items on the agenda. Agenda items may be taken out of order. Please turn off all cell phones. The Council meeting may be broadcast via live streaming video on the internet in both audio and visual formats. One or more members of the Council may attend either in person or by telephone, video or internet conferencing. **NOTICE TO PARENTS:** Parents and legal guardians have the right to consent before the Town of Dewey-Humboldt makes a video or voice recording of a minor child. A.R.S. § 1-602.A.9. Dewey-Humboldt Council Meetings are recorded and may be viewed on the Dewey-Humboldt website. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request to the Town Clerk that your child not be recorded.

1. Call To Order.

2. Roll Call.

2.1. Town Council. Town Council Members Jack Hamilton, Mark McBrady, Dennis Repan, Sonya Williams-Rowe, Nancy Wright; Vice Mayor Arlene Alen; and Mayor Terry Nolan.

3. FY 2014-15 Budget Deliberation. Legal Action can be taken. Council Deliberation and possible action to modify Preliminary Budget content.

3.1. Overview of Proposed FY 2014-15 Preliminary Budget.

3.2. Review of Preliminary Budget by Funds and Departments (General Fund – Revenues, Expenditures: Town Council and Management, Town Clerk, Finance, Legal, IT, Magistrate Court, Public Safety, Engineering, Public Works, and Community Development, non-Departmental; HURF – Revenues, Expenditures: Engineering, Public Works; Grant Fund).

3.3. Next meeting discussion topics. (suggested: Public Works Department third employee justification presentation, Old Black Canyon Hwy. situation as it relates to FY 14-15 Budget)

4. Comments from the Public. The Council wishes to hear from Citizens at each meeting. Those wishing to address the Council need not request permission or give notice in advance. For the official record, individuals are asked to state their name. Public comments may appear on any video or audio record of this meeting. Please direct your comments to the Council. Individuals may address the Council on any issue within its jurisdiction. At the conclusion of Comments from the Public, Council members may respond to criticism made by those who have addressed the public body, may ask Town staff to review a matter, or may ask that a matter be put on a future agenda; however, Council members are forbidden by law from discussing or taking legal action on matters raised during the Comments from the Public unless the matters are properly noticed for discussion

and legal action. The total time for Public Comment is **3** minutes per person. The audience is asked to please be courteous and silent while others are speaking.

5. Adjourn.

For Your Information:

Next Town Council Meeting: Tuesday, May 6, 2014, at 6:30 p.m.

Next Town Council Special Budget Meeting: Tuesday, April 29, 2014, at 9:00 a.m.

Next Planning & Zoning Commission Meeting: Thursday, May 8, 2014, at 6:00 p.m.

Next Town Council Work Session: Tuesday, May 13, 2014, at 2:00 p.m.

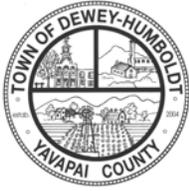
If you would like to receive Town Council agendas via email, please sign up at AgendaList@dhaz.gov and type Subscribe in the subject line, or call 928-632-7362 and speak with Judy Morgan, Town Clerk.

Certification of Posting

The undersigned hereby certifies that a copy of the attached notice was duly posted at the following locations: Dewey-Humboldt Town Hall, 2735 South Highway 69, Humboldt, Arizona, Chevron Station, 2735 South Highway 69, Humboldt, Arizona, Blue Ridge Market, Highway 69 and Kachina Drive, Dewey, Arizona, on the ____ day of _____, 2014, at ____ p.m. in accordance with the statement filed by the Town of Dewey-Humboldt with the Town Clerk, Town of Dewey-Humboldt.

By: _____, Town Clerk's Office.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at 632-7362 at least 24 hours in advance of the meeting.



TOWN OF DEWEY-HUMBOLDT
P.O. BOX 69
HUMBOLDT, AZ 86329
Phone 928-632-8562 ▪ Fax 928-632-7365

TOWN COUNCIL BUDGET SESSION MEETING - WORKSHOP #1
April 22, 2014 at 9:00 a.m. - Town Council Meeting Chambers

To: Mayor and Council Members
From: Yvonne Kimball

Date submitted: April 15, 2014

Subject: Preliminary Budget Overview:

Staff has completed the budget worksheets, including the general ledger (all funds) budget sheet, and departmental sheets, which include detailed descriptions of individual accounts. They were provided to the Council on April 11th. Council acknowledged receipt of these worksheets this week. Staff is working on the accompanying narrative of the budget. The finished budget will include narratives and the budget sheets with line items.

Council and staff will begin budget discussions beginning April 22nd to adjust the line items listed on the worksheets (preliminary budget). Here are the highlights of the preliminary budget.

1. In general, the preliminary budget represents a balanced budget. In other words, operational expenses are paid for by operational revenues. Fund balances are used to pay for capital purchases/one-time expenses only with Council's approval. We are still waiting for the State Expenditure Limitation. As a result, the Grant Fund is not completed other than the Flood Control money which has been committed to and accounted for. Four Council members submitted their individual requests, which have been considered in the preliminary budget.
2. Revenues: The total General Fund revenues look strong with \$74,000 more than the prior year, which is a 5% increase. It is a result of increases in sales taxes and income tax. In estimating the interest earnings, I was very conservative knowing the volatility of the market where we invest our money in. I also have some thoughts about this revenue line to discuss with the council. In estimating the building permit income, I anticipate similar amount activities as this year; I also regrouped the incomes derived from inspection and P&Z activities. As usual, the court fines are at-large depending on the Sheriff Deputies' activities, which the town has limited control over. Looking at HURE, with \$3,000 more than last year HURF distribution did not increase as much as I would hope for. Overall, given our revenue structure, it appears that we will have adequate revenues in FY 14-15. Please note that Grant Fund is not completed until the expenditure limitation is released. I do not anticipate too much change from prior years.
3. Expenditures: Council members' expenditure requests have been added to the equation. At this point, they amount to \$46,020 in the GF operational expenditure and \$255,000 in GF fund balance pending on Council's approval. Old Black Canyon Hwy is not accounted for, but staff has some thoughts to share.

Comparing to last year's expenditure, FY 14-15 preliminary budget reflects the cost for the same programs. Highlights of the additional expenditures:

Overall operating increases - normal increases in utilities, liability and workers compensation insurances and health insurances.

Salary – I budgeted a 2% increase for all employees. The 2% includes a 0.75% cost of living adjustment (per this year's inflation rate and the town regulation on COLA) and a 1.25% merit increase. I would like to recommend a total of 3% if the overall budget allows. The 1% difference amounts to about \$5,500 direct expenditure impact.

Other items to consider if the overall budget allows – I would like to budget for a truck to accommodate increased needs. This Capital purchase would cost \$25,000.

Under Council – additional expenditures are due to GPREP and WAC member fees; individualized council member travels (routine annual conference, newly elected officials training, ranging from \$100 to \$3,100 for each council member's additional travel needs). I understand that Council's travel and training and memberships has been a sensitive issue. I anticipate lengthy discussions.

Under Town Clerk – expenditures due to the candidate election(s) which we have budgeted \$25,000. We also re-budgeted \$13,000 for purchase of an updated permitting module. It was budgeted for in FY 13-14 and the amount will remain as a fund-balance by the end of FY 13-14.

Under IT- in addition to routine items, we budgeted for replacement of 4 computers which have reached a life span of 5 years.

Under Public Works (GF) - funding the third Public Works fulltime employee in full under the General Fund.

Under Public Works (HURF) - \$30,000 for heavy equipment.

Under Community Development – the uncertainty comes from the building department transition. We believe the building function can be revenue neutral (permit revenue fully or close-to fully supported expenditure).