

**CITY OF BUCKEYE
COUNCIL POLICY DISCUSSION
OCTOBER 30, 2014
MINUTES**

**Executive Conference Room
530 E. Monroe Ave.
Buckeye, AZ 85326
8:00 a.m.**

1. Call to Order/Roll Call

Mayor Meck called the meeting to order at 8:04 a.m.

Members Present: Councilmember Garza (excused at 2:40 p.m.), Councilmember Strauss (excused at 2:40 p.m.), Councilmember Hess, Councilmember McAchran, Councilmember Heustis, Vice Orsborn and Mayor Meck.

Members Absent: None.

Departments Present: City Manager Stephen Cleveland, Assistant City Manager Roger Klingler, City Attorney Scott Ruby, City Clerk Lucinda Aja, Finance Director Larry Price, Executive Assistant Diane Maloney, Assistant to Council Carol Conley and Administrative Assistant Christine Grundy. Facilitator Dick Bowers attended the meeting.

A working lunch was served at approximately 12: 00 p.m.

2. Report of the February 25, 2014 Policy Discussion Session and General Overview by Facilitator Dick Bowers

Mr. Bowers provided Council with an overview of the Council Policy Discussion Session held on February 25, 2014.

3. Council Establishes Ground Rules for Remainder of Meeting

Mr. Bowers provided discussion ground rules and encouraged dialogue among the Council and staff.

4. Council Discussion Topics

School Fee Waivers

The impact of implementing a fee structure was discussed along with implementing an adopted policy to include fees that would cover the cost or provide a discount. Mayor Meck noted the school districts and the City have always worked well together. By maintaining a positive relationship with the school districts the City can foster educational growth. Councilmember Strauss noted that education is important to economic development. Implementation of fees and fee absorption are both funded by tax payers. Mr. Price stated the waiver of fees would be absorbed in the General Fund. Buckeye Elementary School District Superintendent, Dr. Kristi Sandvik thanked Council for upholding the current agreement in a time of educational funding shortfalls. Dr. Sandvik stated the partnership is important because it maintains funding for the classroom. Vice Mayor Orsborn supported assisting schools but questioned if it is fiscally responsible to subsidize fees.

Fiscal Year 15/16 Budget and CIP

Mr. Price provided a brief overview of the current budget. The possibility of holding a Special Census (mid-decade) was introduced by Mr. Cleveland. A Special Census would recalculate the City's State Shared Revenue. This subject will be presented to Council in a workshop setting. Currently the CIP holds large project items for five years in the amount of just under one billion dollars.

Water/Sewer/Flood Irrigation Rates/Fees

Mr. Cleveland reminded Council they have fully adopted a fee structure but have the ability to amend the fee structure. Flood Irrigation Rates were not adopted within the current fee structure. Currently, there are four hundred irrigation customers. Mr. Cleveland suggested that future landscaping require the use of "purple pipe" with affluent water. There has not been a significant rate increase in the last eighteen years. Further evaluation will be done to assess how a fee amendment would fiscally impact the City and an evaluation will be performed to justify and evaluate current water rates in comparison to inflation. Dan Jackson may be contracted to perform a cost comparison with heavy use areas to be identified.

Break 10:30 – 10:45

Liquor License Fees

The cost of administrative work while processing Special Event Liquor Licenses includes an overview of the various departments involved in processing an application to submit to the Arizona State Liquor Board. The Arizona State Liquor Board requires that the local governing body approve or deny the application before it is presented to the Arizona State Liquor Licensing Board for consideration. By depositing the \$100 fee into the General Fund the City is recouping a portion of the administrative cost to provide the service. The State Fee is \$25 per day-per event, with a limit of 10 events annually. An alternative to approving applications would be for the City to hold a Series 5 (Government) License for a particular property. The reporting responsibility and liability is great to maintain this license. Ms. Aja noted she would be happy to provide some possible alternatives to amending the application fee.

City Vision

Dick Bowers provided an overview of the current City Vision. Mr. Cleveland noted that the City Vision is tied to economic development, jobs plus retail equals revenue.

Current Projects Reporting

Council requested quarterly reports of announcements for Economic Development. Staff will provide updates without compromising non-disclosure agreements in regards to confidential information. Council voiced interest in subjects such as transportation and planning corridors, legislative matters and flood control issues, and updates on the salary study currently underway.

Employee Orientation AND Employee Training (NEO)

Council discussed the benefits of NEO and the relevancy of the information for long-time employees along with new employees. Mr. Cleveland provided an overview of the training and encouraged Council to attend to see the value in the training. This training brings all types of employees together so experience of the long-term employee and enthusiasm of new employees can benefit attendees.

Schedule for Development Policies Update and New Revenues and Cost Efficiencies

Council requested an overview and ideas for opportunities for possible revenue, various restrictions and needs, along with traditional opportunities to retain financial savings.

Council requested workshops for the remaining subjects of Legislative Issues and the possibility of a Special Census.

5. Discussion of Next Council Policy Discussion Meeting

The proposed future schedule of Council Policy Discussion Sessions tentatively include January, April, September and January of 2016.

6. Adjournment

There being no further discussion a motion was made by Vice Mayor Orsborn and seconded by Councilmember Heustis to adjourn the meeting at 2:58 p.m. Motion passed unanimously.

Jackie A. Meck, Mayor

ATTEST:

Lucinda J. Aja, City Clerk

I hereby certify that the foregoing minutes are a true and correct copy of the Council Policy Discussion held on the 30th day of October, 2014. I further certify that a quorum was present.

Lucinda J. Aja, City Clerk