



YOUNGTOWN COUNCIL BUDGET BRIEFING

Youngtown Clubhouse Kitchen Area
12033 Clubhouse Square, Youngtown, Arizona
April 2, 2012

Mayor Michael LeVault called the meeting to order at 5:55 p.m.

Council present: Mayor Michael LeVault, Vice Mayor Jacob Duran, Councilmembers Margaret Chittenden, Dorena Mello, Susan MacKay and Judy Johnson. Council absent: Councilmember Shirley Oglesby-Gustafson.

Staff present: Town Manager Lloyce Robinson, Finance Officer Jackie Hoffman, Deputy Town Clerk Diane Cordova, and Town Clerk/Treasurer Letty Goldberg.

Youngtown Citizens Tax Advisory Committee Members present: Barbara Lehn, June Miller, and Patrick King.

Resident present: Jim Trollen

Town Manager Robinson

- In your budget briefing packet there is a document giving an overview of budget themes for the past six budget years and the next budget. Also listed are budget goals that have been completed and goals that still need to be completed. You will also find summaries of topics for the next three budget briefing meetings as we review the departmental budgets for Fiscal Year 2012-2013. Finance Officer Hoffman has prepared an updated report of the General Fund LGIP account showing savings accrued.

Mayor LeVault

- It is recommended that the Town have a savings account, or "Rainy Day Fund", that equals the operating budget of the Town. We are about 73% of the way there. This account provides a fiscal fire wall/shock absorber in the event of a fiscal emergency for the Town.

Finance Officer Hoffman

- We have received a report from the Arizona League of Cities and Towns showing our estimated share of various State Shared Revenue funds. HURF (Highway Users Revenue Fund) is the only amount we are unsure of. The Legislature is considering using HURF funds to fund the budgets of the Department of Public Safety and the Motor Vehicle Division of the Arizona Department of Transportation. Our HURF fund amount is in doubt until the Legislature

completes the state's budget. The League report is included in your packet and will explain how the different funds work.

Mrs. Miller

- How do we pay the Maricopa County Sheriff's Office (MCSO) for their services?

Town Manager Robinson

- The contract with MCSO is paid in monthly installments. The contract includes Capital Improvement Projects (CIP) and dispatch. We were able to trade two 2010 police vehicles this year and avoid CIP expenses. In the new budget MCSO costs will go down several thousand dollars per month.
- Last year we became concerned about Developer Impact fees and how they could be utilized. In the process we discovered that the fees collected for homes constructed in Agua Fria Ranch were contractual fees rather than Developer Impact Fees. The contract allowed for a higher rate than would have been collected under Town Code and state statute. We separated these funds from the Developer Impact Fees associated with North Youngtown. Although the Agua Fria Ranch fees don't have the same restrictions as to what they can fund, they are restricted to uses that impact Agua Fria Ranch.

Councilmember Chittenden

- The Town recently sold a Chrysler vehicle; did the Town get the proceeds?

Finance Officer Hoffman

- That was an asset forfeiture vehicle and the proceeds of its sale are 80% to the Town's RICO fund and 20% to the County's RICO fund. We have other vehicles to sell. The RICO fund has limitations on how the funds can be expended.

Town Manager Robinson

- Police Services Management Assistant Linda Nilles and Police Services Administrative Assistant Bonnie Medrano are currently preparing an inventory of all equipment and supplies at the Police Department, such as vehicles, radios, tasers, firearms. It will then need to be determined how the items were acquired – Town funds, grant monies, forfeitures before they can be disposed of. We will get revenue from these items but we don't know how much.
- In looking at the Budget Worksheet for Revenues, note that Recreation Fees was put at \$400 for this year and an increase for next year. This is for the rental of the playing field at Uribe Park. We have collected \$3,600 in fees already this year.

Finance Officer Hoffman

- In addition to the financial reports you receive each month, I also prepare a Balance Sheet of Accounts that shows our bank accounts, cash in drawer for Town Hall and Court, and petty cash. It also shows the liabilities in each fund.

Town Manager Robinson

- For the current Fiscal Year we budgeted \$1,476,978 for Police Services, Police Grants, and Code Enforcement. With the contract with MCSO, Code, and officer payouts this year, the cost is \$730,371 for eight months of FY 2012. For the FY 2013 budget, combined costs of Public Safety and Code, including the MCSO contract, will be \$897,980. Management Assistant Linda "Candi" Nilles will be retiring June 30, 2012. The Public Safety Department will then consist of Public Safety Manager Mike Kessler, Code Enforcement Officers Joseph Garnica and Lupe Romero, Code Court Security Officer Waymon Smythe, and Administrative Assistant Bonnie Medrano who will retire December 31, 2012. The lobby will continue to remain open so that the red phone can be used to access Sheriff's dispatch.

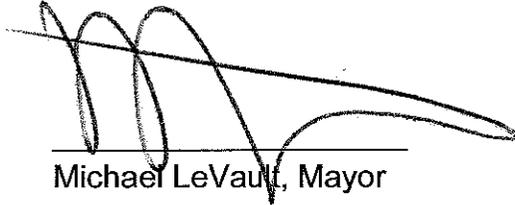
Mr. King

- Will signage change, now that we have no Police Department?

Town Manager Robinson

- That will be determined as part of our Economic Development signage project and coordination with Public Safety Manager Kessler.
- A Budget Briefing on Public Safety and Court is scheduled for 5:30 p.m. tomorrow evening.

Meeting adjourned at 7 p.m.



Michael LeVault, Mayor

Attest:



Letty Goldberg, Town Clerk/Treasurer

Minutes approved at April 17, 2012 regular meeting