

Wednesday, May 10, 2017

Work Study Session

The meeting was held in the City Hall and called to order at 6:30 PM by Mayor Tom Schoaf.

I. Call to Order

Attendee Name	Title	Status
Ann Donahue	Council Member	Present
Tom Schoaf	Mayor	Present
Paul Faith	Vice Mayor	Present
Tim Blake	Council Member	Present
Jeff Raible	Council Member	Present
Peter Mahoney	Council Member	Present
John Romack	Council Member	Present

Staff present: Sonny Culbreth, Interim City Manager; Terri Roth, Interim City Clerk; Benjamin Ronquillo, Director of Finance; Woody Scoutten, City Engineer; Brian Goodman, Director of Public Works; Brian Lien; Information Technology Engineer.

II. Pledge of Allegiance

Mayor Schoaf led the Pledge of Allegiance.

III. Business

A. FY 2017 Budget, Projected Revenues and Expenses, and Capital Improvement Projects

Mr. Ronquillo briefed the council on changes recommended from the last meeting.

Mr. Lien provided a briefing regarding the data centers discussed in the previous meeting and provided reasons for moving the servers to a data center instead of maintaining them at City Hall.

Mr. Ronquillo discussed the cost of \$18,000 and that \$6,600 would be the annual lease fee while \$11,400 was a one-time initial installation fee. Mr. Culbreth mentioned it costs more annually to keep the servers at City Hall, based on energy costs due to the age of the facility, and how cool the servers need to be kept.

Mr. Ronquillo discussed revenue regarding Litchfield Marketplace, Albertson's, Mattamy Homes and Cachet at The Wigwam development and stated the grocery stores are tracking as expected. However, he cannot determine the revenue from the homes, as that will depend on if people are purchasing or not.

B. Fiscal Year 2018 Preliminary Budget, Projected Revenues and Expenses, and Capital Improvement Projects

Regarding Road Maintenance, Mr. Scoutten stated the 10-year plan would need to be adjusted with an additional \$250,000 annually, for the next two fiscal years.

Mayor Schoaf stated \$750,000 needed to be trimmed from the budget, to avoid cutting the City's reserves any lower.

Mayor Schoaf discussed the \$1.3 million contingency fund and that \$300,000 of that is to cover changes in employee compensation. Mayor Schoaf stated that the Council is not to decide what each employee's compensation to be. The Council approves the overall budget, and the City Manager will decide individual employee compensation.

Council Member Mahoney discussed appropriations. Mayor Schoaf stated that he wants to determine how much the other cities in the area are earmarking for appropriations and discuss it in the next Work Study Session scheduled for May 17, 2017.

IV. Executive Session**A. An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.**

This item was not held.

V. Adjournment

Council Member Raible **moved, seconded** by Council Member Blake, to adjourn the work study session; **unanimous passage.**

The meeting adjourned at 7:58 PM.

APPROVED:

CITY OF LITCHFIELD PARK

Thomas L. Schoaf, Mayor
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CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the special meeting of the City Council of the City of Litchfield Park held on **Wednesday, May 10, 2017.**

I further certify that the meeting was duly called and held and that a quorum was present.

Terri Roth, Interim City Clerk