

1. Call To Order

The Budget Study Session of the Biggs City Council was called to order at 6:00 p.m. by Mayor Frith. Vice Mayor Crawford and Councilor Arnold, Bottorff were present. Councilor Thompson arrived at 6:12 p.m. Staff present: City Administrator Pete Carr, City Clerk Roben Dewsnap and Code Enforcement/Planning Assistant Erin Dougherty.

2. BUDGET STUDY SESSION: *Fiscal Year 2010-2011 Draft Budget*

City Administrator Pete Carr referred to item #6 on page 1 of the agenda packet. \$3500 was added to budget for the annual grant match for fire equipment. He also added \$1425 for attendance at the annual ICMA Conference, and \$3400 to the fire department budget for air compressor maintenance, a ventilation saw, and a radio.

Chief Mike Brown was available for questions. Council discussed future costs of fire dispatch services.

Mr. Carr reviewed updates to the draft budget suggested at the meeting on May 24th and budget highlights on page 1 and 2 of the agenda packet.

Mayor Frith asked Mr. Carr about building a reserve for the water meter installation. Mr. Carr stated the water improvement fund was a reserve fund and there was probably enough in the water funds for the installation. Mayor Frith wanted to be sure money was being put away for the time the installation needed to take place.

Mr. Carr stated there were no changes to the assumptions on page 3 of the agenda packet.

Mr. Carr stated if any cuts needed to be made, the city planner suggested cutting the design standards project because there were already standards in the General Plan and a review should be accomplished after the General Plan Update is complete.

Mr. Carr noted significant changes in real costs and revenues were discussed at the last budget meeting. Possibilities discussed were staffing reduction, utility rate adjustments, deferral of design standards project, and the Rio Bonito restrooms upgrade.

Mr. Carr noted an error on page 6 of the agenda which referred to a position that was added in FY07. The position was the finance director rather than the accounts payable position.

Mr. Carr stated city policy does not specify the number of hours worked to received benefits but PERS requires 20 hours per week. The planning/code enforcement position would be eliminated or reduced if the staffing reduction option was chosen. He reviewed the planning/code enforcement functions as well as the impact if the position was eliminated or reduced. Mr. Carr noted the savings to the city if the position was eliminated or reduced.

Councilor Arnold questioned how the City Planner came up with \$5,000 to take care of code enforcement issues and Mr. Carr stated it was the planner's estimate and that many of the tasks would be absorbed by other staff. Councilor Arnold He was concerned with cutting an employee position and adding more responsibilities to the remaining employees. He stated there was a learning curve for hiring a part-time person. Councilor Bottorff and Thompson agreed with Councilor Arnold.

Vice Mayor Crawford was concerned with the council's responsibility to the taxpayers. The city was not in need of planning at this point; however, code enforcement is needed. He noted the city should be responsible in how assets were managed.

Erin Dougherty, Planning/Code Enforcement Officer, informed council of her job responsibilities and possible consequences if the position was reduced or eliminated. Mayor Frith stated council was looking at the least valuable position at this time. He asked if the position was being eliminated or would there be a personnel reduction.

Council agreed to consult with the city attorney for a legal opinion on this matter.

Mr. Carr reviewed the Summary of 10/11 Budget included in the agenda packet.

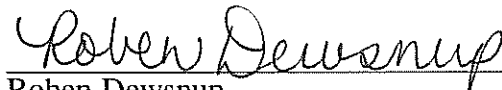
Vice Mayor asked to remove the assumption of the \$60,000 real estate sale. Council agreed.

Mr. Carr prepared two budget summaries: one with a staffing reduction and the other without. Both included the general plan update.

Council agreed to meet again on June 14, 2010 for the final budget session.

3. ADJOURNMENT: Budget Study Session adjourned at 7:44 p.m.

ATTEST:



Roben Dewsnup
City Clerk

APPROVED:



Roger L. Frith
Mayor, City of Biggs