

**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 and Thompson were present. Staff present: City Administrator Pete Carr, City Attorney Greg Einhorn, City Clerk Roben Dewsnap and Planning Assistant/Code Enforcement Officer Erin Dougherty.

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

A. City Administrator Pete Carr reviewed changes made to the draft budget from the last Budget Study Session on June 7, 2010.

B. Mr. Carr presented expenses currently in the budget and asked council to approve them.

- \$7000 sidewalk project – keep in budget.
- \$10,000 for replacement of riding mower – keep in budget.
- \$7000 for sewer lateral camera – keep in budget.
- \$79,000 for General Plan Update – Council discussed the pros and cons of the update and agreed to discuss this later in the meeting.
- Up to \$8000 for fixture upgrade of Rio Bonito restrooms – Mayor Frith suggested keeping the money in the fund and use when needed. Council agreed.
- \$1400 for employee life insurance – keep in budget.
- \$18,000 for purchase of one replacement truck – 1/3 water, 1/3 sewer, & 1/3 equipment replacement fund – keep in budget.
- Up to \$5000 for asphalt roller – keep in budget.
- Up to \$5000 for air compressor for jack hammer – keep in budget.
- \$2000 for ParcelQuest and ESRI software – Council suggested spending \$500 for ParcelQuest at this time.
- \$15,000 in General Fund for Design Standards project – City Planner Scott Friend stated Design Standards would apply mainly to new construction. Council agreed to revisit this item in the future.

C. Mr. Carr reviewed expenses that were not included in the draft budget.

- \$49,000 to complete the water meter implementation with in-house purchase of meters and in-house installation – Vice Mayor Crawford suggested \$3500 to \$5000 a year for 14 years. Mr. Carr stated there may be money in the water fund right now for this project. Mayor Frith suggested transferring money from fund 112 into a reserve fund in 110. Mr. Carr would transfer \$10,000 into the fund 110 reserve. Council agreed.
- Staffing reduction or elimination of a position. Mr. Carr presented a draft resolution enabling administrative action.

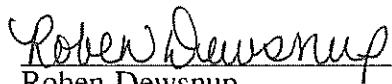
Planning Assistant/Code Enforcement Officer Erin Dougherty discussed her job responsibilities and the impact on customer service and other staff if her position was eliminated.

Council agreed to give Mr. Carr discretion to manage the hours for the position or eliminate the position by resolution with the following changes being made to the draft resolution: Add the words "Full-Time" to the title and eliminate #4 entirely.

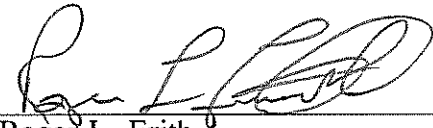
After further discussion, council agreed to add include \$79,000 for the General Plan Update in the budget.

**3. ADJOURNMENT:** Budget Study Session adjourned at 7:54 p.m.

ATTEST:

  
\_\_\_\_\_  
Roben Dewsnap  
City Clerk

APPROVED:

  
\_\_\_\_\_  
Roger L. Frith  
Mayor, City of Biggs