

## MINUTES

MINUTES OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, HELD ON TUESDAY, APRIL 3, 2018, AT 5:01PM IN THE COCHISE COUNTY BOARD OF SUPERVISORS HEARING ROOM, 1415 MELODY LANE, BUILDING G, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY MAYOR SMITH AT 5:02 PM.

### ROLL CALL

#### **COUNCIL**

|   |         |
|---|---------|
| Councilmember Anna Cline, Ward III                      | Absent  |
| Councilmember Joan Hansen, Ward II                      | 5:08PM  |
| Councilmember Frank Davis, Ward I                       |         |
| Mayor David M. Smith                                    |         |
| Councilmember Bill Higgins, Ward I                      |         |
| Councilmember Douglas Dunn, Ward II , Mayor Pro Tempore |         |
| Councilmember Gabe Lindstrom, Ward III                  | Excused |

#### **STAFF**

Robert E. Smith, City Manager  
Ashlee Coronado, City Clerk  
Keri Bagley, Finance Director  
Dan Duchon, Personnel Director  
Albert Echave, Police Chief

#### **CITY ATTORNEY**

Elda Orduno

THE FOLLOWING ITEM WAS DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Discussion of the Budget Priorities from Council for Fiscal Year 2018-2019.

David M. Smith, Mayor

Mayor Smith said traditionally when they roll into budget season there was a time when the Council would have some direct input and that was the reason they were here tonight.

Councilmember Dunn said that he had the opportunity to meet with the City Manager to review his alternatives and budget priorities which were included in the agenda packet. He was open to responding to questions and comments and would like to hear from the other Councilmembers in terms of their priorities.

Mayor Smith said that some of these he had brought up personally a year ago, some of them were actually in his seven point economic plan that had yet to come to fruition, but we are getting there. Some would impact the budget because they would provide more revenues and they actually are pretty debt free and could be implemented with very little outlay. He spoke regarding ambulance insurance policies and annual (voluntary) subscriptions.

Councilmember Dunn stated that he really appreciated Mayor Smith's experience.

Mayor Smith said that one thing he has been really pushing to the City Manager and Chief Castillo was the business inspections. Business inspections were required annually, that's a requirement of the International Fire Code and yet seldom does any jurisdiction in fact do those.

We need to establish a new fee structure; the typical fee structure was \$100.00 a year per business. We have enough businesses here that it would provide some revenue. Many Fire Departments have made changes and have a civilian Fire Inspectors because there was no reason that a Fire Inspector has to be a certified Firefighter.

It was a specialty in its self and they have their own certification they have Fire Inspector 1 and Fire Inspector 2. He suggested that we explore hiring one (1) part-time civilian Fire Inspector at 19.5 hours a week. Their whole job was to go out and inspect businesses and they would more than pay for their salary in a very short period of time with the added benefit that we would have safer buildings and it would be safer for our Fire Department to fight fires.

Councilmember Dunn commented that he had a conversation with the City Manager and he could really applaud this because he felt with the couple of major fires they could've been prevented when you review the details after the fact.

Councilmember Dunn said he looked forward to having a work session with public safety of continuing this conversation. He thought the list in terms of the budget priorities are more immediate things.

Mayor Smith stated that regarding the subscription service there was a potential of money that we could collect out there.

Councilmember Dunn said that he liked the idea of the subscription service was that it would indicate our support to our Fire Department.

Councilmember Hansen stated there were two (2) things that would like to see; one (1) was they had been talking about LED lights for a while and she really would like to see that go forward. We would save so much money if we put LED streetlights in oppose to the streetlights that we have now. The second (2<sup>nd</sup>) thing was putting into the budget enough money to do engineering for Bakerville regarding the drainage problem.

Mr. Smith said that he thought about 20% of the engineering had been done and from what they can tell regarding it will have to be redone based on the design it was not acceptable.

Mayor Smith said that his understanding was because we did phases 1, 2, 3 and we did not do phase 4. Part of 1, 2 and 3 had deteriorated because we couldn't finish the project. His question was we know at this point we do not have the over million dollars to do it so why would we want to waste the money on engineering now if we can't afford to do it anyway.

Councilmember Hansen stated that it takes over a year for that engineering. Mayor Smith said that we were looking at five (5) years until the CDBG Funds come around. Councilmember Hansen said there may be other ways of financing that.

Councilmember Hansen stated she was asking for funds to be made available for the next four (4) years in the amount of \$125,000.00 for engineering for the Bakerville drainage each year.

Councilmember Davis said that in general to really set priorities we need to see what will be presented in this budget obviously we want to balance the budget and everybody has needs. In general he would like to put down to complete the Old Bisbee parking study.

Councilmember Davis spoke regarding code enforcement and it was a lot of work for one (1) man to do it all.

Mr. Smith said they were working on a draft agreement with the County's new Community Development Director Dan Coxworth. It involves actually the transition of one of our employees Joe Ward into County employment as a building inspector. Mr. Ward would facilitate training the County personnel on our code enforcement of building inspections. We would actually contract with the County for Community Development Services that would be building inspection, Code Enforcement and Planning and Zoning staff support. All of the projects that go to Planning and Zoning Commission and the Design Review Board would go through Paul Esparza, Planning Manager for the County. He would be preparing all the work to go to those boards. Mr. Ward among several other inspectors that the County has would be doing inspections and enforcement for us.

Councilmember Davis asked how charging for that would work. Mr. Smith said that it would be currently what we pay for Mr. Ward, plus about \$2500.00 a month depending on costs. What was worked out with the County was that we would start out with no additional costs and after a couple of months come to grips with what the expected workload would be. He thought it would be in the \$2000.00 to \$2500.00 a month range for the additional inspectors and then Planning and Zoning support for the Design Review Board and the Planning and Zoning Commission.

Mayor Smith asked where Mr. Smith planned for the revenue to go. Where does the revenue go from the Planning and Zoning from the inspections, fines and so forth.

Mr. Smith said he thought the revenue from the Code Enforcement fines would come back to the City, the fees that are necessary to support building inspections per building permit applications that would go to offset the time of the building permit inspectors.

Mayor Smith said the proposal in simple terms was that we may have an employee going to the County and then we may be paying the County additional monies depending on volume of work, but that all of the money that those people generate in the city limits comes back to the City.

Mayor Smith stated that this was the Council's time for their wards to bring their wishes and concerns forward.

Councilmember Higgins said he would like to see Code Enforcement focused on abandoned and dilapidated houses. He also said that another thing he would like to see was Saturday's restored to the Library. He also spoke regarding the parking issue in Old Bisbee. He thought the idea of a subscription would be something that Bisbee would be interested in.

Mayor Smith said that when the Council was going through this he would like them to keep in mind past administrations have looked at a way to balance the budget by cutting staff and we are down to where it can't be cut. We need to look at the other side of that where sometimes you actually save money by staffing rather than cutting staff. He hoped that Council and staff would remember that when we are coming into the budget by looking at it and seeing if it was more cost effective to hire someone then to pay somebody overtime.

Mayor Smith said that he was not opposed to increasing the bed tax and felt we were under charging. He would like for the Council to talk about increasing it and he would also like the Council to talk about perhaps splitting a small portion of that away into a different fund even if it was the general fund.

Councilmember Dunn stated that it had been highly effective in terms of what we have gotten from that.

Mayor Smith stated he would like to see an agenda item where Council discusses increasing the bed tax.

Councilmember Higgins said it was a great idea to increase the bed tax. He asked how we judge the effectiveness of the money that we are spending from the bed tax. What data do we have to show that this was actually an effective program?

Mayor Smith stated that we know that the lodging places are doing much better in the last two (2) years then previously, but that could also be part of the economy.

Councilmember Dunn spoke regarding the "Adopt a Tree" program to plant and water trees at the Evergreen Cemetery. The Council thought this was a great idea.

Councilmember Dunn also spoke regarding the gateway entrance to Old Bisbee; redesign and repave.

Councilmember Davis spoke regarding the Science Center and the Mine Tour.

Councilmember Higgins thought keeping the Bisbee Arts Commission in the loop regarding the gateway entrance would be a great idea.

Councilmember Dunn wanted the City Manager to call the Arizona Historic Preservation Office and ask them what the status was Warren Historic Survey and to do it every month that they get so tired of us that they take action.

Mr. Smith said that they needed to bring an item to the Council that says do you want us to finish this work to create this historic district because there was a point in time when

the City said stop. We have volunteers lined up to do the work, and an architect that has been holding the data. It was a matter of getting the data together and finishing up the inventory work for Warren.

Mayor Smith said that regarding this we needed to make a phone call and start moving on it.

Mr. Smith gave some information regarding the budget environment and what staff had been doing. He presented Council an overview of what was going on behind the curtain. Items like the City's organizational chart, fleet management, Community Development and a customer service position.

Mr. Smith spoke regarding the existing things that the City does right now to stretch a dollar, to create more dollars or to free up time. He also spoke regarding sub categories in the budget and the debt structure for the City of Bisbee.

Mr. Smith was very encouraged by staff's receptivity and how hard they are working together to bring Council a balanced budget.

Mr. Smith stated that the budget was being done differently than it had been done in Bisbee before.

MOTION: Councilmember Higgins moved to adjourn the meeting.

SECOND: Councilmember Hansen

MOTION PASSED: UNANIMOUSLY

ADJOURNMENT: 6:39pm

---

David M. Smith, Mayor