

Minutes of Study Session Number 3 of the Mayor and Council of the City of South Tucson, Arizona, held Wednesday, July 10, 2013, at 6:00 p.m. at the City of South Tucson Council Chambers, 1601 South 6th Avenue, South Tucson, Arizona.

Council Present: Paul Diaz
Mary Soltero
Miguel Rojas
Vanessa Mendoza
Anita Romero

Staff Present: Luis Gonzales, Interim City Manager
Ruben Villa, Finance Director
Veronica Moreno, City Clerk
Marilyn Chico, Housing Director
Mick Jensen, Planner
Larry Anderson, Fire Chief
William Lackey, Police Chief
Jeff Inorio, Police Dept.
Dennis Rankin, Police Dept.
Patrick Moran, City Attorney

Mayor Diaz led the Pledge of Allegiance.

All members of the Council were present, except for Councilman Patino and Councilman Green, who were excused.

Mr. Villa stated that up to this point, the items discussed have been revenues, and the largest expense, salaries. He explained the CDBG process of applying to the County for funding. This year, the City has \$400,012 to spend, which is the remainder of the current award. In the next couple of months the City will receive notice of whether an award will be made in the amount of \$400,000 for Administration, Demolition, Garden Kitchen Project, Graffiti Abatement, Community Clean-up, Community Policing, Home Repair, Fire and Rescue, and the Youth Programs.

The Home Emergency Program has been beneficial to several South Tucson residents. In 2005, it was discovered that the need was greater than what the City could do with the amount of money received from the County, and the money was not utilized. The Pima County Board of Supervisors approved an arrangement by which the County assists, through their resources, to fix and repair some of the homes. The amount of money available now is \$198,000. Seven applications are in process and it is anticipated all monies will be spent by the end of the fiscal year in September. Mr. Villa stated that part of the tentative budget will be about \$700,000 coming from CDBG. He explained to the Council awards made in previous fiscal years and how funds are already committed to

certain projects. Mr. Villa stated the amount of the tentative budget is 4.7 million, which is \$152,000 off from being a balanced budget. He stated a plan will be presented to the Council to balance the budget.

Mr. Villa reviewed funding for the police department, COLA, and merit increase adjustments. Mayor Diaz asked about the retirement of one officer and asked if that was included in the documents. Mr. Villa stated the operational budget has been adjusted downward slightly in each category and a few adjusted upward. The most significant change in the operational budget is the gas, oil and tires line item. Discussion followed on police retirement, uniform and shoe allowance, RICO funds, civilian personnel, dispatch contract with TPD, etc. Chief Lackey answered questions from Council regarding the uniform and shoe allowance, and Stone Gardens. It was recommended the uniform and shoe allowance be increased by \$25.

Mayor Diaz excused Councilwoman Soltero.

The COPS grant is for one full-time position and the police department should know by October if they will receive the award. The value is \$76,000 with benefits.

The Fire Department has three full-time positions. The total salary budget is \$290,242. Mr. Villa stated Chief Anderson is retiring July 31st and staff recommends the salary for the Chief be frozen, therefore applying that to the difference of the negative of \$152,000. The result would be \$79,900, minus the month. Mr. Villa stated there is a vacant position and it is recommended that position be filled with the funding that is available. The Fire Department does not have other funding sources other than CDBG, and 100% of the operational expenses come from the General Fund. Councilman Rojas asked about uniform allowance for the fire department and Mr. Villa responded it is slightly higher than for the police department. Mayor Diaz recommended a \$25 increase for uniform allowance.

Mr. Villa discussed the fire department's full-time personnel and the scheduling of reserves. Discussion followed regarding uniforms for reserves and a uniform allowance. Councilwoman Mendoza asked if staff has looked into the possibility of hiring a few full-time firefighters and eliminating some reserves. Mr. Villa stated that has not been done and the reason is that staff is contending with \$152,000 and at this point can present an analysis and bring it back to Council, but the recommendation is to continue with the reserve program at this time. Discussion continued regarding full-time firefighters and reserves. The Council asked Mr. Villa to provide an analysis for hiring three full-time firefighters. Mr. Villa stated staff is recommending the Captain position be filled and not filling the Chief position at this time. Mr. Gonzales stated there simply is not \$185,000 to

add to the budget in order to provide full-time firefighters at this point. Mr. Villa stated the City is very grateful to the reserves as they have helped the City recover over the course of the last two years.

Discussion followed on the Finance Director's car allowance, which is used for fuel, etc. as he uses his personal car for meetings, bank trips, etc. The \$200 bi-weekly allowance is in lieu of a leased vehicle. Councilwoman Mendoza recommended the allowance be cut in half. Mr. Villa explained that when he was hired in 2000, he negotiated for his salary to be \$70,000. The City could not pay that amount at that time. He was hired at \$55,000 plus benefits. In two years, his salary was raised to \$70,000. When he was appointed Assistant City Manager, he received a raise which lasted a year or two. For two years, his actual salary was \$52,000 because he was furloughed every Friday for a year. Thirteen years later, he is making \$70,000. Mr. Villa stated he would make it easier on the Council and completely eliminate the car allowance.

Mr. Villa explained external and State audits are conducted annually. Reports are filed with the City Clerk and are available for inspection. Phone system, copier, computers, travel and training, donations, etc. were discussed as they relate to the budget.

Judge Wilson reviewed the City Court budget and answered questions from the Council regarding occasional use of temps. Outside legal services in the amount of \$21,842 for the 2XIA program, which is a partnership with the Pima County Jail, Pima County Superior Court and the Pima County Justice Court was explained, in detail, to the Mayor and Council. This year's budget for the 2XIA is estimated to be \$10,000. Judge Wilson stated the program works in conjunction with the police department, and Chief Lackey gave his support for the program.

Judge Wilson stated the Court is transitioning into a program called the FARE program (Fines and Restitution Enforcement). The program allows the Court to take outstanding debt for filings that have not been collected for certain terms of years and place it with the Supreme Court and put it in their data base to have offenders licenses revoked, to have their tax returns garnished, to have their vehicle registrations suspended until they pay the City of South Tucson in full the fine amount owed. The program has a much higher return than the traditional collections many courts currently use. Councilwoman Mendoza asked if the State imposes a fee to the City for the FARE program. Judge Wilson informed the Council there is no fee to the City to participate in the program. However, the Court needs to make sure the actual debt the Court says a person owes is, in fact, accurate and that the person responsible for the debt is the actual person. Judge Wilson reviewed travel and training, utilities, contracts, etc. Discussion followed regarding the purchase of recording equipment for \$2,000, and the jail

bill. Mr. Villa stated the Judge can move items around in the budget throughout the fiscal year if needed.

Mr. Villa explained that in the Administration section of the budget a small amount of money is set aside for two vehicles for gas and repairs (\$2,700). He reviewed the City Manager's budget, which is used by individuals other than the City Manager. A new half-time position is being recommended by the City Manager. Attorney fees have been set aside in the amount of \$80,000. The prisoner detainment fees have significantly dropped and \$236,000 has been appropriated. Staff is recommending a \$61,000 reduction in the annual payment of the services to \$175,000. Discussion followed regarding the jail bill and Mr. Villa, Judge Wilson, and Chief Lackey answered questions from the Council. One procedure implemented within the past 12 months to help reduce the jail bill is the City has transported defendants on a daily basis to Court, which reduces the amount of time a defendant spends in jail.

The study session adjourned at 8:20 p.m.

Paul Diaz, Mayor

ATTEST:

Veronica Moreno, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the City Council of South Tucson, Arizona, held on the 10th day of July, 2013. I further certify the Study Session was duly called and a quorum was present.

Dated this _____ day of _____, 2013.

Veronica Moreno, City Clerk