TO: Citizens Budget Advisory Committee Members

FROM: Denise Hish, Administrative Assistant

DATE: May 2, 2012

SUBJECT: Minutes of April 18, 2012 meeting

In attendance: Matt Burde, Marv DeSelm, Ed Dorsey, Jean Garrabrant, Pat Gorman, Marv Morgan, Bob Nelson, Karen Oxman, Diane Pasquarelli, Eric Scarbro, John Spice, Dick Sugg, Bethany Thomas, Leonard Todd, Lynda Wentworth

Staff: Mike Bestor, Jeff Hansen, Denise Hish, Rod Tarullo, Nathan Richie

Guests: Marcia Claxton, Saoirse Charis-Graves

I. MINUTES APPROVAL

With a motion by Jean Garrabrant and a second by Leonard Todd, the March 21, 2012 minutes were unanimously approved.

II. SALES TAX – JANUARY (collected in February)

Jeff gave an update on the various litigation that the City is involved in at the present time regarding sales/use tax and added that there are presently 2 assessments in various stages of mediation/litigation.

February Sales (collected in March) – Sales tax up $85,872 for the month, compared to last year. Use tax collections were up $10,499 (5.8%). In addition, $13,192 in audit revenue was collected in March with $48,516 has been collected so far in 2012.

III. PARKS & RECREATION & CLEAR CREEK CORRIDOR MASTER PLAN – Rod Tarullo

Rod began by stating that the Parks & Recreation Advisory Board has been tasked by City Council to prioritize four lists. The four lists are:

- Infrastructure Inventory – Needs/wants for replacement over next 5 years – Approximate cost $7.5M.
- Clear Creek Master Plan Projects - $12M over next 10 – 20 years.
- Parks & Recreation Master Plan Projects - $12M over next 10-20 years.
- Wish List - $10M (these are the things that are NOT on any of the other lists)

John asked about costs for all of these projects on the various lists and Rod stated he would email the worksheets had costs associated with each project. Rod also explained how each list was formed and some of the projects. Rod stated that the PRAB met last night and is still trying to determine the best way to prioritize, because there is certainly not the budget to do everything. Their intent is to have the lists prioritized before the 2013/2014 budget. Ed and Karen asked where the money would come from to do these projects and does Rod expect to ask for more money to do projects. Rod stated that his personal priority is and always has been the infrastructure and maintaining or replacing what we have. Ed asked if the Blue Ribbon Panel would be weighing in on these decisions and Rod replied that they were already scheduled to meet with him the following week.

Karen asked when the Golf Course was to be paid off and when it is, how much money would that generate to be used in other parks areas? Jeff stated that the projected payoff is 2024 to 2030 but there is an expectation that there will need to be improvements and regular maintenance items and reinvestment into Fossil Trace.

Dick asked the status of Lions Park pond and Rod replied that the pond has been filled in, connections for drainage are in and now topsoil and irrigation will be placed. The park will be ready for the various special events this summer and they actually hope to have sod on it in the next few weeks. This will be a grassy area for now but the Clear Creek Master Plan shows a water feature and possibly re-routing 10th Street.

IV. **1st QUARTER FINANCIAL REPORT**

- General Fund is almost identical to last year – 1st Quarter.
- Property taxes are a little higher
- Building related revenue is down due to the fact there are not many areas to build; mostly remodels and scrape-offs.
- Water / Wastewater Development Fee – Jeff explained that is water/sewer tap for new construction – last year was mostly due to Big Tree redevelopment.
- Museum – Would love to have them self sufficient but we have budgeted a subsidy. Nathen Ritchie explained that typically they run on grants and donations but also rely on the City subsidy to keep the museum open. Jeff added that the City has been subsidizing the museums since before the City took over the administration.
- Karen asked about the parcels of land by the City shops that are for sale. Jeff stated there are 4 or 5 for sale but we would need to recoup $1.5 M to repay the Wastewater Fund and were hoping to recoup $2M. Steve has indicated no interest from anyone in the last 2 years.
- Perpetual care at the cemetery was discussed and Jeff explained what the Fund is.
V. **RESOLUTION #2165**

Several members of CBAC met as a sub-committee to read and discuss any changes they felt should be made to this Resolution. Resolution #2165 established a process for initial City Council input into the City’s annual budget process and also made the public aware of what was going on in City finance. Mike started the discussion by explaining how this Resolution #2165 came to be and he also explained the City Manager / City Council form of government. He also pointed out that during the preparation of the budget, if there is a discrepancy in what Council decides over the City Manager, this Resolution strengthens and encourages what the duty of the City Manager is. A motion was made by Dick and a second by Bethany and the changes were unanimously approved. This will go to Council at their Study Session on May 3 to discuss and then on consent on May 10th.

VI. **2012 CBAC CALENDAR / AGENDA**

July 18 is a regularly scheduled CBAC meeting, but it was changed to go on a Water Resources Tour with Dan Hartman and Anne Beierle. No vans are available on July 18, so another date for the tour will have to be arranged and a regular CBAC meeting will still take place. Denise will send an email asking who would be interested in going on the all-day tour and plan a date that works for all.

VII. **VOTING MEMBERS – AS OF MARCH, 2012**

- Matt Burde
- Jim Dale
- Marv DeSelm
- Ed Dorsey
- Jean Garrabrant
- Ken Kranz
- Jan Martynuska
- Marv Morgan
- Bob Nelson
- John Spice
- Dick Sugg
- Bethany Thomas
- Leonard Todd
- Lynda Wentworth

VIII. **OTHER DISCUSSIONS / CITY UPDATES**

- Bethany brought up the recent mailing that was done by former Mayor Jacob Smith and wondered about the timing and how much the City paid for this effort and why. Mike explained that Mayor Smith had always anticipated sending a farewell letter prior to him leaving office around November/December. Unfortunately all of his time prior to the end of the year was taken up by beltway negotiations and that is why the timing was maybe a
little later than he anticipated. The City paid $2,125 from the Communication Budget of Jacob and Karen, to help defray the cost and he paid the remainder out of his pocket. The City exercised no editorial control over the document and all questions and comments should be directed to Jacob Smith.

- The recent proposed BEEP bill was discussed in detail and Mike gave kudos to Mayor Sloan for getting the word out and talking to lots of people.
- Jean gave an update on the Blue Ribbon Panel. She stated that they have been meeting since the end of March (4 meetings so far) and right now they are gathering information and brainstorming. Rod and the Parks and Recreation Board will be at the next meeting. They have been having discussions relating to incentives and have come up with a few options worth looking at.
- With no further business, the meeting was adjourned 9:30.

Next CBAC Meeting will be held on Wednesday, May 16, 2012 at 7:30 a.m.
Meet at the City Council Chambers.