

Minutes
Clifton Town Council Work Session
May 17, 2023
2:17 p.m.
Council Chambers
510 N. Coronado Blvd.

Members Present

Mayor Laura Dorrell
Vice-Mayor Anthony James*
Council member Luis Montoya
Council member Ray Lorenzo
Council member Ray West
Council member Karen Crump-Frye
Council member Janeene K. Carrillo

*Excused

Call To Order: The meeting was called to order by Mayor Laura Dorrell followed by the Pledge of Allegiance.

Discussion on the FY2024 Budget: Members of the Council were provided with summary sheets of revenue estimates and expenditures as of this date. Town Manager, Rudy Perez reported that State Shared Revenue estimates are provided by the League of Arizona Cities and Towns as well as projected expenditure increases affecting payroll and cost of living adjustments. An overview of this year's revenue projections was provided by Mr. Perez.

Mr. Perez also explained that each department submitted their department requests. Each department was given the opportunity to explain their budget plan for the forthcoming year. Also included in this budget is a 5% COLA.

Initially, when all requests were combined and posted against the available general fund revenue, expenditures exceeded revenues by over \$100,000. Each department was notified that 5% of their respective budgets would have to be adjusted. Each department has since submitted their budget adjustments/cuts and it is reflected in today's budget estimates.

Discussion continued with the Mayor & Council's proposed budget focusing on a request for the town to fund and organize the Hill Climb Event. Mr.

Perez provided an estimate of \$10,000 to cover the event. However, he cautioned that it does not factor in employee related expenses if the town were to organize and manage the event.

Mr. Perez stated that he feels the town is not staffed nor prepared to undertake the Hill Climb. He recommends that a monetary donation might be offered to another organization in support of the event. He recommends a donation of \$2,000.

The budget discussion continued with the pursuit of grant funding for town projects. Mr. Perez will include funding allocations to cover the possibility of grant awards for this coming year.

Also discussed was the inclusion of the town's Fund Balance in this year's budget. Mr. Perez stated that he would like direction from the Council regarding using Fund Balance. He explained that it has been customary to include an amount in the Mayor and Council's Budget for emergency purchases throughout the year. Mr. Perez asked Council to consider funding the following projects to be paid by Fund Balance:

- \$660,000 Public Agency Retirement Services (PARS-Section 115 Investment)
- \$30,000 Personnel Policy Manuel update
- \$13,500 Financial Edge NXT Current Software Subscription – Final Year
- \$25,000 Accounting Firm Support – needed until Caselle transition is complete

Total: \$728,500

Council comments included support of the 5% COLA and expressed concern related to retention and recruitment of employees. Also expressed thoughts on using the fund balance without affecting the fund balance policy. The Council requested that staff provide a more accurate fund balance breakdown prior to finalizing the allocation amount to include in this year's budget.

Adjournment: Motion to adjourn was made by Council member Luis Montoya, second to the motion was made by Mayor Laura Dorrell. Motion carried.

Meeting adjourned at approximately 4:15 p.m.