



City of Goodyear

Meeting Minutes

City Council Worksession

Mayor Georgia Lord
Vice Mayor Joe Pizzillo
Councilmember Joanne Osborne
Councilmember Sheri Lauritano
Councilmember Wally Campbell
Councilmember Bill Stipp
Councilmember Sharolyn Hohman

Meeting Location:
Goodyear Justice Center
14455 W. Van Buren St.,
Suite B101
Goodyear, AZ 85338

Monday, April 14, 2014

5:00 PM

Goodyear Justice Center

1 CALL TO ORDER

Mayor Lord called the Worksession to order at 5:00 p.m.

2. ROLL CALL

Present 7 - Mayor Lord, Vice Mayor Pizzillo, Councilmember Osborne, Councilmember Lauritano, Councilmember Campbell, Councilmember Stipp, and Councilmember Hohman

Staff Present: City Manager Brian Dalke, City Attorney Roric Massey and City Clerk Maureen Scott.

Councilmember Lauritano arrived at 5:10 p.m.

3. AGENDA ITEMS FOR DISCUSSION:

- 3.1 [14-5202ws](#) Council will receive information regarding the FY13-14 department base budgets to include current operations and services provided. Police, Public Works divisions, and Engineering will provide presentations at this work session. (Kim Bradford, Interim Budget & Research Manager)

City Manager Brian Dalke reviewed the budget worksession objectives and introduced Kim Bradford, Interim Budget Manager. Bradford reviewed amounts and percentages of revenues and expenditures for Fiscal Year (FY) 14 which comprise the \$205M budget, as well as operating expenditures by department for all funds. Bradford also reviewed the FY 13-14 Third Quarter Financial Update as far as revenue and expenditure percentages year-to-date. This report shows that we are trending right at estimates of in most categories.

Bradford introduced Police Chief Jerry Geier and Susan Petty, Budget Liaison, to present the Police Department budget.

POLICE:

Chief Geier reviewed key strategic planning within the Police Department as they relate to Council's Strategic Planning areas:

Fiscal and Resource Management

- Intelligence Led Policing
- Crime Analysis and Mapping
- New World Systems
- Streamline Agency Processes

Economic Vitality

- Social Media, Web Services
- Crime Prevention Tips - Businesses

Sense of Community

- Community Service - Safety Days/McGruff
- Special Olympics/Torch Run
- Shop with a Cop
- CTCA Public Safety Day

Quality of Life

- Prescription Drug Drop Off
- Sonoran Valley

Leadership and Ethics

- Policy Management
- Training Programs
 - FBI Academy
 - Northwestern
Southern Police Institute

Traffic Safety

- DDACTS (Data-Driven Approaches to Crime and Traffic Safety)
- Partnerships with the Governor's Office of Highway Safety

The total Police Department operating budget for FY14 is \$15,923,721 and represents 19.2 % of the City's Budget (largest Operating Budget). Within the budget, 84% is personnel - or \$12.4 million - covering the costs of 129 personnel (94 Sworn, 35 Civilian). The 16% remaining is commodities, contracts and services such as Fleet costs, Sonoran Valley, Booking Fees, Ammunition, Training, etc.

Chief Geier reviewed the budget by division:

- Administration (\$3,594,805)
- Field Operations (\$5,792,759)
- Investigations (\$2,339,232)
- Specialized Patrol (\$1,746,313)
- Telecommunications (\$1,968,148)
- Community Services (\$367,409)
- Tow Administration (\$115,055)

Fiscal Year 2014 Supplementals

- Building Improvement/Repairs (Evidence Storage)
 - Utilized for New Property and Evidence Facility Earnest Funding
 - Computer Supplies, Software, and Equipment for New Position Records Analyst
 - Completed
 - Building Remodel (Police Impound Yard)
 - Carryover Request - Fleet not to vacate until July
 - Computer Systems (New World Systems Upgrade)
 - Project In Process - Carryover Request for remaining funds
- Overtime Pay
- Will expend 100% by end of FY14

Efficiencies

- Review/Creation of Police Department Standard Operating Procedures Changes will be made that enhance communication, effectiveness, and efficiency.
- Department Reorganization placing functions under two Deputy Chiefs of Police, Support Services and Enforcement
- Replaced aging motor fleet with Victory Motorcycles
 - Training provided for Fleet Staff
 - Perform In House Preventative Maintenance

Priorities for FY 14-15

- Continue aggressive crime suppression initiatives and crime prevention efforts throughout the community
- Continue overtime and staffing analysis to assess and respond to the community's demand for service
- Continue enhancing communication with the public and community
- Police Facilities master planning efforts
- Improve security at existing facilities
- Begin master plan on police operations building
- Develop enhanced training plans for technology to ensure systems stay utilized to their highest possible benefit
- Refocus and enhance crime scene and forensics programs
 - New evidence facility
 - Crime scene response/support
 - Evidence processing

Council Discussion:**>What is the training budget?**

Petty responded it is approximately \$59,000.

>Appreciates the efforts made for high training goals to attract and retain quality employees.**>Are there funds available for volunteer employees' fingerprinting?**

Petty responded there are funds available for this.

>Asked what the top few budget line items are within the Police Department.

Petty stated the major components of their budget are salary/personnel, vehicles -

parts/labor/fuel, and various contracts they maintain such as the Sonoran Valley, Advocacy Center and Booking Contract.

>Are we recouping costs for booking fees?

Petty stated that booking fee reimbursements go back into the General Fund and do not offset specific fees.

Why do the reimbursements go back into General Fund rather than the Police budget?

Finance Director Larry Lange responded that the General Fund pays for the Police Department so any reimbursement type fees go back into the General Fund.

>What is the current status on vehicle replacements for the Police Department?

Petty stated that during the economic downturn they had to sustain some vehicles longer than their life. During this fiscal year they were able to continue replenishment of their fleet and they now have plenty of spares so they don't have officer down time.

>Are you considering the purchase of License Plate Readers?

There are a lot of IT and other issues involved with license plate readers, but staff will be looking into it.

>Are you considering personal cameras for the police officers?

We have done testing on body cams, but there is a high cost involved and other issues they have to consider. They are looking into it.

>Do you expect there will be a continued need for an overtime budget of \$100,000?

Overtime has been trending high due to more violent crime, more SWAT Team call outs, telecommunication vacancies, and several patrol vacancies. Filling positions has been a challenge. We want to hire lateral officers due to training issues. Bradford stated that the overtime budget supplemental is one-time money this year. The Police Department conducted an analysis of crime trends and calls for service and there will be a recommendation in the coming budget to add the \$100,000 to the base budget.

>Are we competitive with other agencies as far as pay?

Chief Geier responded that we are competitive.

>How are our staffing levels?

We are currently down five officers and they sometimes have to pay overtime in order to meet minimum staffing. They will be asking for more positions this year but we are doing fine and the community is very safe.

>How long has there been an officer assigned to Estrella?

Petty responded that it has been approximately three years since they made that a permanent assignment.

Mayor Lord recessed the Worksession at 6:10 p.m.

Mayor Lord reconvened the Worksession at 6:22 p.m.

PUBLIC WORKS:

Bob Beckley, Deputy City Manager, introduced Mark Flynn - Municipal Services Manager, Mark Seamans - Environmental Services Manager, and Mark Holmes - Water Resources Manager, who presented their department's budget.

Beckley reviewed key strategic planning points as they relate to Council's Strategic Planning

areas:

Fiscal and Resource Management

- Complete cost of study for water and wastewater services
- Design and construct a new City Fleet Maintenance facility
- Expand asset management program to include water and wastewater
- Enhance SCADA system to maintain critical facilities remotely/plan for growth
- Explore opportunities for regional water/wastewater solutions
- Partner with private sector to make needed repairs at Corgett WRF
- Collaborate with public/private agencies to identify alternative SAT site or other recharge opportunities

Economic Vitality

- Water Resources master planning
- Evaluate options to bring surface water from CAP canal into City

Quality of Life

- Develop and implement a cohesive water resources conservation program

Public Works Budget: \$19,480,973, which represents 20.4 % of the City's Budget (not including Fleet, which is an Internal Service Fund). Within the budget, 30% is personnel related covering costs of 68 personnel. The 70% remaining is contractual services, including water, electricity, equipment maintenance, and commodities, including fuel, chemicals, and minor equipment.

Municipal Services - Mark Flynn presented the Municipal Services budget.

•Administration - General Fund (\$350,156)

- Customer Service
- Automated Answering Service Management
- Spanish Translation
- Approval of Construction (AOC)/Approval to Construct (ATC) Management

100% is personnel, covering costs of 4 FTE's

•Fleet and Equipment Management - Internal Service Fund (\$2,009,874)

- Fleet Preventive Maintenance
- Fuel System Maintenance
- Fleet Replacement
- Vehicle and Equipment Procurement
- Maintenance and Repair Parts/Services Acquisition

Revenue is collected from user departments to cover labor, parts, fuel, and car wash.

•Facilities - General Fund (\$2,090,423)

- Building Security
- Elevator Maintenance
- HVAC Services and Preventive

- Leased Facilities Maintenance
- Plumbing Maintenance, Inspections and Repairs
- Electronic Access System and Key Control
- Backflow Prevention
- Ballpark and Development Complex Maintenance
- Pool Maintenance

65% of the budget is contractual services, covering the costs of utilities, building maintenance, repairs, and the lease of the former library site

FY 13-14 Supplementals

- ADWR Well Spacing and Well Impact Analysis
- Central Arizona Replenishment Obligation
- Annual Groundwater Withdrawal Fees to ADWR
- Water Resources Planning Advisor
- Groundwater Savings Facility Permit with RID*
- SAT Site Re-commissioning-Funded in Wastewater, but managed by Water Resources

Efficiencies

- City Hall Shade Awning/Entry Signage
 - Awning design presented structural concerns to address
 - Design to be compatible with other city signage
 - Incorporate elements from FY 15 public art program
- Upgraded Conference Room 212 air conditioning; increased SEER rating by 40%
- Replaced four BMW motorcycles for Police with Victory brand units allowing for in-house maintenance
- Streamlined document process for Public Works Safety Program with centralized utilization of Sharepoint
- Extended parking area lifecycle for Indians Development Complex with preservation treatment
- Improved operational efficiency of fire apparatus by replacing two units within the Fleet (approximate savings of \$2.00 per mile per unit)

Challenges

Administrative Services Division

- Reconciliation of records retention process

Facilities Division

- Building automation & control
- Increasing workload as result of expanding building inventory
- Aging building systems infrastructure for facility operations and maintenance

Fleet and Equipment Management Division

- Addressing backlog of preventative maintenance for fleet units
- Enhanced reporting to users for Fleet Services offered to users
- Refining forecasts for fleet replacement

- Increased workload as result of expansion of fleet/aging of fleet

Priorities for FY 14-15

- Decreasing backlog of preventive maintenance activities of Fleet operations
- Completion of Facilities Master Plan to allow for proper planning to address facilities needs across all departments
- Establish higher quality air conditioning redundancy for ITS Server Room
- Asset management program to prioritize maintenance and repair

Council Discussion:**>Asked about vehicle maintenance issues.**

Flynn responded that preventative maintenance for public safety is a focus area. They have made great progress through streamlining and efficiency and are catching up with regard to vehicle replacements and workloads.

>Vehicle/Equipment Replacement Fund/Capital Replacement Schedule. What percentage of this is being funded for vehicle replacement?

Dalke responded that staff will propose a set-aside fund for vehicle replacement in next year's budget.

>Will the City Hall Shade Awning be installed in FY 15?

Flynn stated that their target is to complete work in FY15. Dalke confirmed that this project will be completed next fiscal year. Artwork will be merged in and there will be additional signage on Litchfield Road. Art concepts will be brought back to Council for their input.

>Have we looked into rentals to use in place of low usage vehicles and equipment?

Staff is checking into this.

>Have we looked into solar energy?

Staff is looking into possible options such as using parking shade structures for photovoltaic locations. We are also looking into partnering with third party solar providers. Staff is still analyzing the benefits and long term value.

Environmental Services - Mark Seamans presented the Environmental Services budget.

- Sanitation - Enterprise Fund (\$5,340,413)
 - Residential Curbside Collection
 - Household Hazardous Waste Event
 - Bulk Waste Removal
 - Customer Service
- Wastewater - Enterprise Fund (\$4,367,196)
 - Wastewater Treatment
 - Wastewater Operations
 - Wastewater Treatment Plant Maintenance
 - Regulatory Compliance
 - Electrical Repair and Maintenance
 - Emergency Backup Generators
 - Collection Systems Maintenance
 - Manhole Maintenance

➤ Sewer Infrastructure Management

Beckley reported that rate adjustments will probably need to be made in the next two years.

•Water - Enterprise Fund (\$5,322,914)

- Corgett Water Reclamation Facility - Operations and Maintenance (O&M)
- Process Air Blower Replacement - Corgett Water Reclamation Facility
- Rainbow Valley Water Reclamation Facility O&M
- Step Screen Replacement - Rainbow Valley Water Reclamation Facility
- Industrial Pretreatment Inspector

FY 13-14 Supplementals

- Corgett Water Reclamation Facility O&M
- Process Air Blower Replacement - Corgett Water Reclamation Facility
- Goodyear Water Reclamation Facility O&M
- Rainbow Valley Water Reclamation Facility O&M
- Step Screen Replacement - Rainbow Valley Water Reclamation Facility
- Industrial Pretreatment Inspector

Efficiencies

- Completion of the Corgett Water Reclamation Facility filter upgrade has increased the efficiency of the plant by 20%
- Completion of the Corgett Water Reclamation Facility filter upgrade has also enabled the plant to produce A+ effluent that can now be used for irrigation within Estrella Mountain Ranch
- Completed the replacement of 10 fire hydrants to meet Public Safety goals

Challenges

- Aging Infrastructure - Wastewater
 - Condition of the sewer system
 - Manhole and lift station deterioration
 - Aging treatment plants
- Aging Infrastructure - Water
 - Aging wells
- Providing infrastructure to areas not programmed

Priorities for FY 14-15

- Implement Asset Management program
- Complete the installation of the next production well
- Complete the Utility Rate Study
- Continue SCADA enhancements improving network communication
- Installation of disk filters to increase efficiency at 157th Avenue Wastewater Treatment Plant

Council Discussion:

>How is the Bulk Waste Program working?

Seamans stated it is going very well. The biggest challenge is staff continuity. They operate

with five full-time employees and two temporary employees. Training is an issue with temporary employees since it takes 16 weeks to get them comfortable with the route. Educating the public about pickup dates and appropriate processes is also an issue. Staff is continuously doing educational outreach to the public.

>When is the contract with Waste Management due to be renewed?

Beckley responded that the container maintenance portion of the contract expires in 2016. This will slightly lower the contract price, but the City will assume the cost of maintenance and replacement of the waste containers. The contract with Waste Management expires in 2019.

>How often are right of way and landscaped areas inventoried for broken irrigation lines?

Parks and Recreation Director Nathan Torres responded that their goal is to check these areas three times per year.

>Asked for an explanation of Newland's use of reclaimed water for the Estrella community.

Newland is currently taking non-potable water from groundwater wells. With completion of the Corgett Water Reclamation Facility, we are now able to supply A+ quality water and Newland will now be able to use this water for their lakes and reservoir system.

>Is the recycling program cost effective?

Lange reported that recycling is a contract and our costs are the same no matter what the usage is. Waste Management gets the long-term benefits because recycling saves on the tipping charge that the hauler pays and that may be reflected in the contract price. Long-term benefits of recycling need to be analyzed as part of the contract in 2019.

Mayor Lord recessed the Worksession at 7:40 p.m.

Mayor Lord reconvened the Worksession at 7:52 p.m.

Water Resources - Mark Holmes presented the Water Resources budget.

•Water Resources - Management (\$752,177)

- Water Banking
- Water Resource Management
- Water Quality
- Reclaim Water Management

FY 13-14 Supplementals

- ADWR Well Spacing and Well Impact Analysis
- Central Arizona Replenishment Obligation
- Annual Groundwater Withdrawal Fees to Arizona Department of Water Resources (ADWR)
- Water Resources Planning Advisor
- Groundwater Savings Facility Permit with Roosevelt Irrigation District (RID)*
- SAT Site Re-commissioning*

*Funded in Wastewater, but managed by Water Resources

Efficiencies

- Increasing legal groundwater withdrawal authorities - allowing an existing well to pump more

water

- Increasing groundwater recharge opportunities - banking reclaimed water and saving on future water purchases and drought-proofing the community
- Created partnerships for the use of remediated groundwater - replenishment exempt
- Central Arizona Project renewable water ordered for replenishment obligations
- Partnered with El Mirage on water which provided additional revenues and no impact to the water portfolio

Challenges

- Ordering enough CAP water to meet citywide water demands
- Large-scale low-water use landscape demonstration project
- Create new policies that reduce outdoor water use
- Utilizing all options to ensure ALL of our Reclaimed Water is recharged into the aquifer
- Effective disposal of brine

Priorities for FY 14-15

- Integrated Water Master Plan - complete revision and updated with emphasis on the “Southern Solution,” water resources, a new dynamic real-time updated model capable of scenario development
- Increase Central Arizona Project renewable water ordering
- Renew the City’s Designation of Assured Water Supplies
- Brine feasibility study

Council Discussion:

>Would like to see more incentives with builders and residents to encourage outdoor water conservation.

>Public outreach for utility rate increases.

>A New Water Committee is being approved to review utility rates and other issues. It will be important to do public outreach to get the information out via the website, InFocus, public meetings, etc.

ENGINEERING:

City Engineer David Ramirez reviewed key strategic planning points as they relate to Council's Strategic Planning areas:

Fiscal and Resource Management

- Electronic Plan Review
- In House Design
- Federally Funded Projects
- Manage Property Lease and Purchase

Economic Vitality

- Plan Review and Permits
- Construction Inspection
- Fiber Optic Traffic Signal Network
- Support Ballpark Division

- Customer Service
- GIS Support for Economic Development

Sense of Community

- Management of Parks and Library Projects
- Prompt Responses to Resident Requests
- Participate at School Functions

Quality of Life

- Traffic Signals and Street Lights
- Storm Water Program
- Street Maintenance
- Street Sweeping
- Street Signing and Striping

•Engineering Operating Budget (\$8,177,806)

Engineering represents 9.3 % of the City's Budget. Within the budget, 44% is for personnel. The 56% remaining is commodities, contracts and services such as fleet costs, street light and traffic signal electricity, traffic signal maintenance and street maintenance.

•Engineering - General Fund (\$2,290,291)

- Administration - \$889,585
- Plan Review - \$394,167
- Engineering Permits - \$72,449
- Inspections - \$384,846
- GIS - \$181,879
- Project Management - \$367,365

•Streets, Traffic Operations, and Traffic Engineering - HURF Fund (\$5,887,575)

- Signs and Street markings - \$260,335
- Street Maintenance - \$3,266,427
- Sweeper Operations - \$232,808
- Traffic Signal Operations - \$1,804,741
- Traffic Engineering - \$323,264

Fiscal Year 2014 Supplementals

- Inspector Overtime
- Pavement Management
- Traffic Signal Rewires
- Illuminated Street Name Signs
- Traffic Management Software

Efficiencies

- Agreement With MCDOT To Exchange Grading Services for Sweeping Services
- Utilization of LED Technology for Illuminated Street Name Signs
- In House Design for FY 14 Federally Funded Projects

Priorities for FY 14-15

- Plan Review and Inspections
- Capital Improvement Program Projects
- Pavement Management/Street Preservation
- Storm Water Management
- Sign Maintenance Per Federal Requirements
- FY 14 and FY 15 Federally Funded Projects

Challenges

- Increase in workload due to increase in development activity (plan review, permitting, project management, real estate)
- Pavement management funding for preservation treatments including crack sealing of neighborhood streets
- State and Federal requirements for storm drain maintenance

Council Discussion:

>How do we compare with neighboring cities for plan review and permitting processes and timelines? Would like some benchmark data.

>What is a reasonable amount of time between submittal of an application or plan and obtaining the Certificate of Occupancy?

Beckley stated that staff has been reviewing this process with Development Services and Engineering. Staff is developing a plan to communicate processes and put it on the website. To be successful, we need an efficient plan and quick turnaround times. These will be clear with the new plan.

4. INFORMATION**5. ADJOURNMENT**

There being no further business to discuss, Mayor Lord adjourned the Worksession at 8:52 p.m.

Maureen Scott, City Clerk

Georgia Lord, Mayor

Date: _____