CITY OF SURPRISE
Regular City Council Work Session
16000 N. Civic Center Plaza
Surprise, AZ 85374
Tuesday, March 19, 2019 @ 4:00 PM
COUNCIL CHAMBERS

A. Call To Order

B. Roll Call

C. Pledge of Allegiance

D. Proclamation and Community Acknowledgements

E. City Manager Report

F. City Clerk Report

G. Call To The Public

INSTRUCTIONS: In order to address the City Council, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the City Clerk before the meeting begins.
Download the Call to the Public form (PDF download requires Adobe Acrobat Reader)
Fill out the Call to the Public form online If submitting form electronically, please submit to City Clerk at least one hour before the meeting start time.
The Call to the Public form is also available at the front counter.

Note: A.R.S. 38-431.01(H)- During this time members of the public may address City Council only on issues within the jurisdiction of the City Council which are not an item on the agenda. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

H. Regular City Council Meeting Agenda

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

1.	Internal	Budget discussion on internal departments, which include Finance, Information Technology, Human Resources, City Manager's Office, City Council, City Clerk;s Office, and City Attorney's Office.	None Andrea Davis Finance

I. Other Business and Future Agenda Items

J. City Council Reports

K. Executive Session

For information Purposes; Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, but for only the following purposes:

- discussion or consideration of personnel matters (A.R.S. §38-431.03 (A)(1));
- discussion or consideration of records exempt by law from public inspection (A.R.S. §38-401.03 (A)(2));

L. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED:March 14, 2019 at 12:55 PM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.

CITY OF SURPRISE
Regular City Council Work Session

Council Meeting Date: March 19, 2019

Contact Person: Andrea Davis, DIRECTOR - FINANCE

Submitting Department: Finance

District: Internal

Staff Recommendations: None

Consent: No   Regular: No   Public Hearing: No   Report/Discussion: Yes

Agenda Wording:
Budget discussion on internal departments, which include Finance, Information Technology, Human Resources, City Manager's Office, City Council, City Clerk;s Office, and City Attorney's Office.

Motion:
None, discussion only.

Background:
This is the fifth in a series of presentations regarding the development of the FY2020 Budget. This presentation will focus on the FY2019 budget and a discussion on the uses funds.

Objective Analysis:
The information presented will lead to future discussions around the FY2020 budget and will assist the Mayor and City Council with making informed decisions about future operations.

Policy Compliant:
This presentation is consistent with City and Council policy.

Financial Impact:
The information presented is intended to encourage discussion which may have an impact on future operations.

Budget Impact:
The information presented is intended to encourage discussion which may have an impact on the FY2020 budget.

FTE Impact:
The number of full time equivalents (FTE) is not impacted by this item.

ATTACHMENTS:
1. FY2020 Budget Presentation_Finance_IT_HR_City Manager_Council_Clerk_Atty

SURPRISE
ARIZONA

BUDGET PRESENTATIONS

FINANCE

FINANCE DEPARTMENT

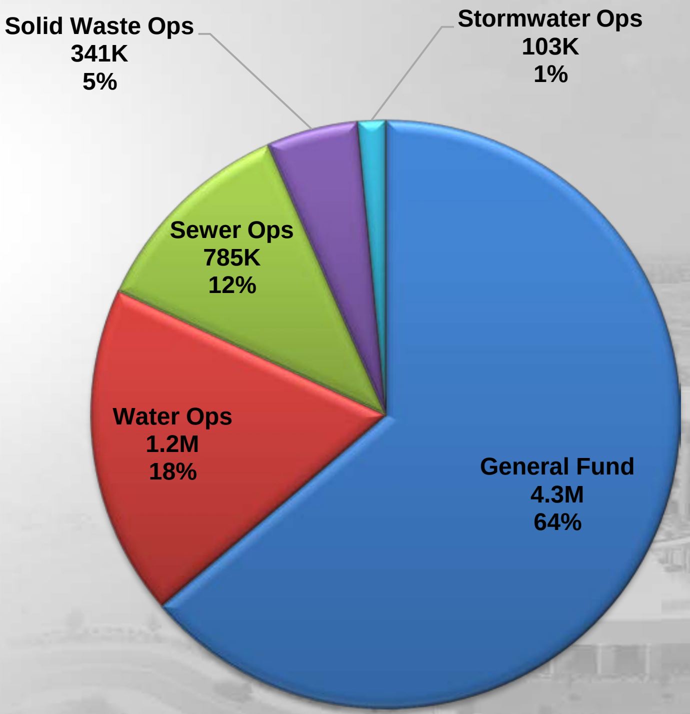
FY2020 BUDGET PRESENTATION

FINANCE

DEPARTMENT OVERVIEW

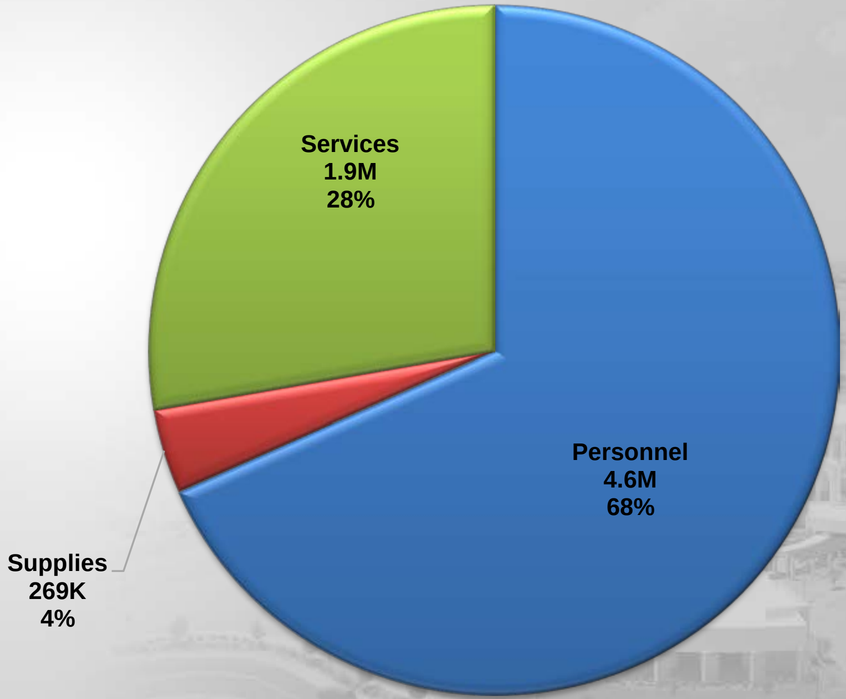
FY19 Operating Budget

- Department Funds
  - General Fund – 64%
  - Water Operations – 18%
  - Sewer Operations – 12%
  - Solid Waste Operations – 5%
  - Stormwater Operations – 1%
- Employees
  - 50 Full-Time Employees
  - .2 Part-Time Employees



FY19 BUDGET

All Funds
- Expenditures - $6.8M
- Revenue - $2.9M
  - Utility Fees
  - Business Licenses
  - SLID Admin
  - Misc. Refunds



CAPITAL PROGRAM

- AMI Replacement Project - $1.1M

FUTURE NEEDS

- Staffing Needs
- Vehicle Replacement
- Asset Replacement

QUESTIONS OR COMMENTS?

Thank You

INFORMATION TECHNOLOGY DEPARTMENT

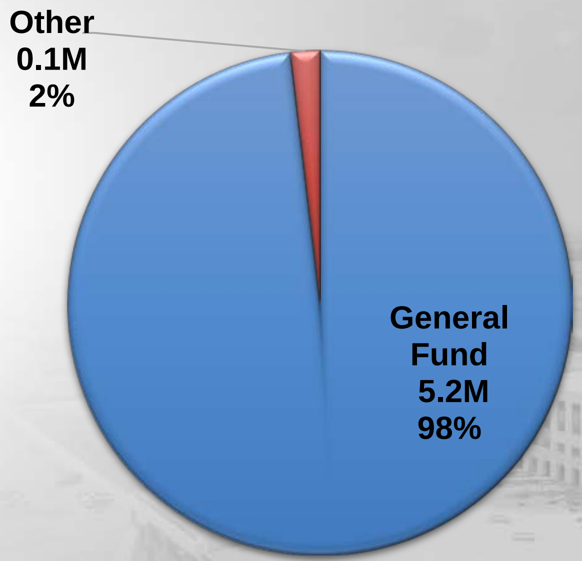
FY2020 BUDGET PRESENTATION

FINANCE

DEPARTMENT OVERVIEW

- General Fund 98%
- Other 2%
    - Water Operations
    - Sewer Operations
    - Solid Waste Operations
    - Stormwater Operations

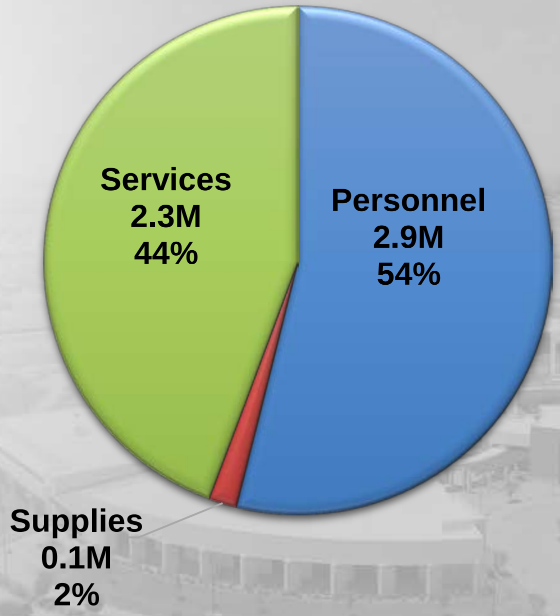
- Employees
    - 25 Full-Time



FY19 BUDGET

All Operating Funds

- Expenditure $5.3M
- Revenue $.1M
  - Water Operations $32.4K
  - Sewer Operations $43.4K
  - Solid Waste Operations $18.6K
  - Stormwater Operations $5.6K



CAPITAL PROGRAM

General Capital

- Enterprise Resource Planning System $.9M
- Network Microsegmentation $.2M

FUTURE NEEDS

- Staffing Needs
- Contractual Increases
- Supplies/Services Increases
- New Vehicles
- Asset Replacement

INITIAL COSTS TO CONSIDER

- Disk Storage (442TB) Cost - $652,000
- Physical Security Cost - $2,077,500
- Average cost of a data breach in 2020 will exceed $150 million

QUESTIONS OR COMMENTS?

Thank You

HUMAN RESOURCES

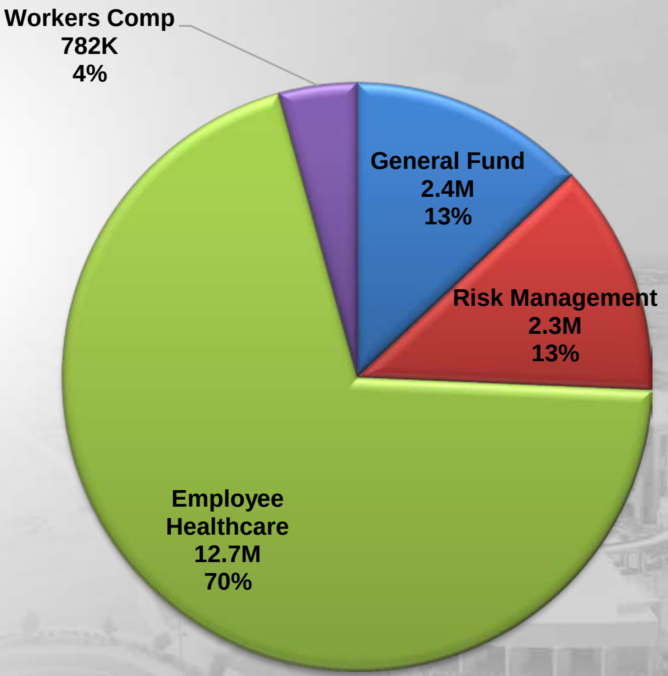
FY2020 BUDGET PRESENTATION

FINANCE

DEPARTMENT OVERVIEW

FY19 Operating Budget

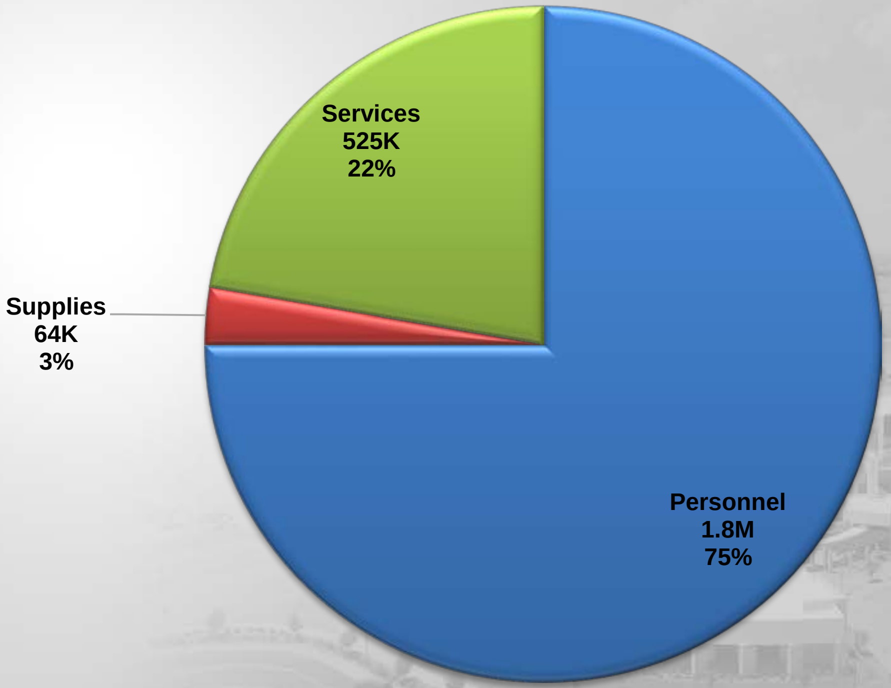
- Department Funds
  - General – 13%
  - Risk Management – 13%
  - Employee Healthcare – 70%
  - Workers Comp – 4%
- Employees
  - 20 Full-Time
  - .4 Part-Time



FY19 BUDGET

All Funds

- Expenditures - $2.4M



FUTURE NEEDS

- Staffing Needs – TBD
- Tuition Reimbursement Program Increase
- Pre-Employment Contract Increases

QUESTIONS OR COMMENTS?

Thank You

CITY MANAGER’S OFFICE

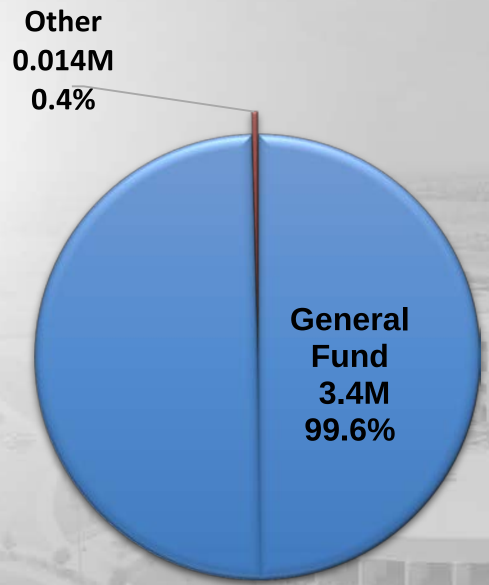
FY2020 BUDGET PRESENTATION

FINANCE

DEPARTMENT OVERVIEW

- General Fund 99.6%
- Other .4%
  - Donations
  - Water Operations
  - Solid Waste Operations

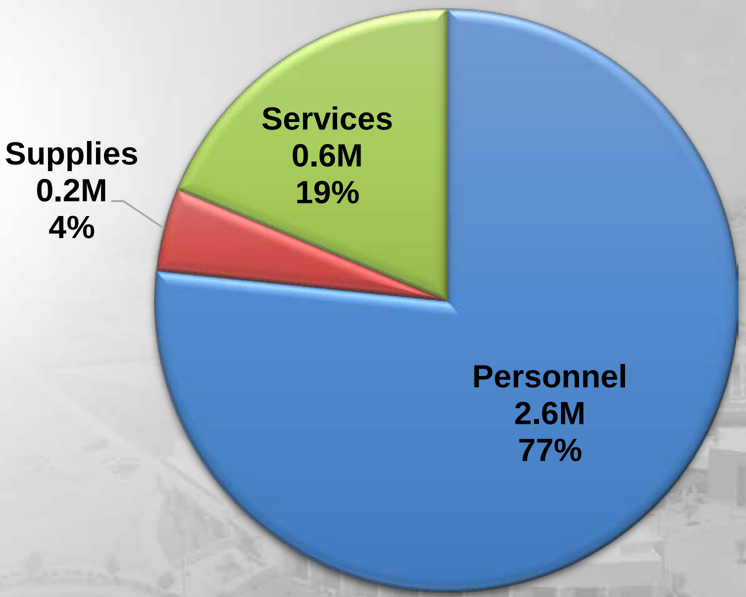
- Employees
  - 20.0 Full-Time
  - 0.8 Part-Time



FY19 BUDGET

All Operating Funds

- Expenditure $3.4 M
- Revenue $9.4K
  - Donations $5K
  - Water Operations $4K
  - Solid Waste Operations $400



CAPITAL PROGRAM

Bond Projects

- Art_Public Works Yard $34,100
- Art_PS Evidence & Readiness $118,100
- Art_Land-PD Substation/Fire & Park $39,300
- Art_District Fire Station 304 $112,800
- Art_Fire Station 308 $93,100
- Art_Waddell Rd (SR303-Reems Rd) $91,800
- Art_Litchfield Rd (Waddell-Peoria) $44,600
- Art_Greenway Rd (Cotton Ln-Sarvial) $66,900
- Art_Pavement Preservation $131,200

FUTURE NEEDS

- Staffing Needs
- Contractual Increases
- Supplies/Services Increases
- Asset Replacement
    - Edit Systems at Surprise TV

QUESTIONS OR COMMENTS?

Thank You

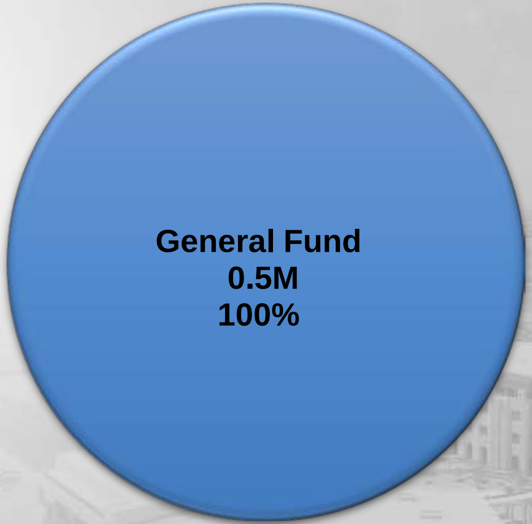
City Council

FY2020 BUDGET PRESENTATION

FINANCE

DEPARTMENT OVERVIEW

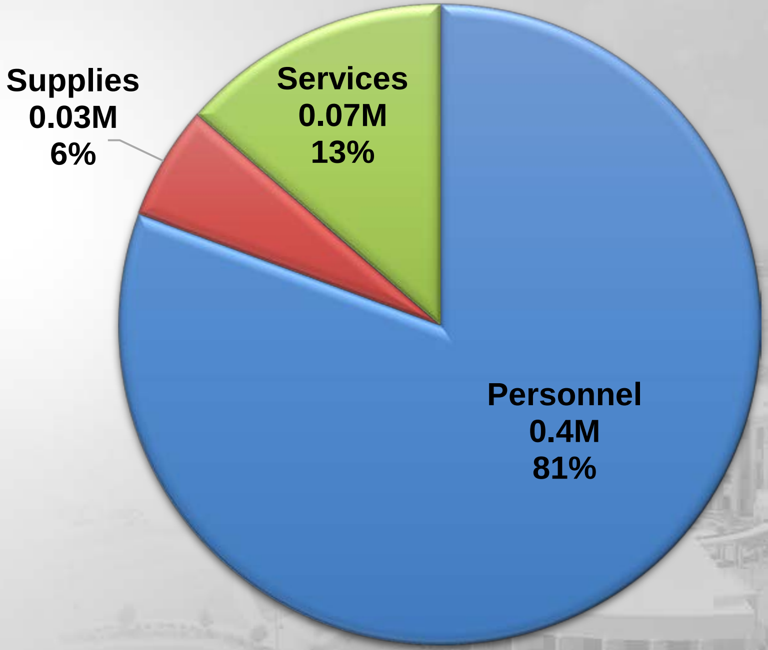
- General Fund 100%
- Full-Time Employees 7.0



FY19 BUDGET

All Operating Funds

- Expenditure $.5M



QUESTIONS OR COMMENTS?

Thank You

CITY CLERK

FY2020 BUDGET PRESENTATION

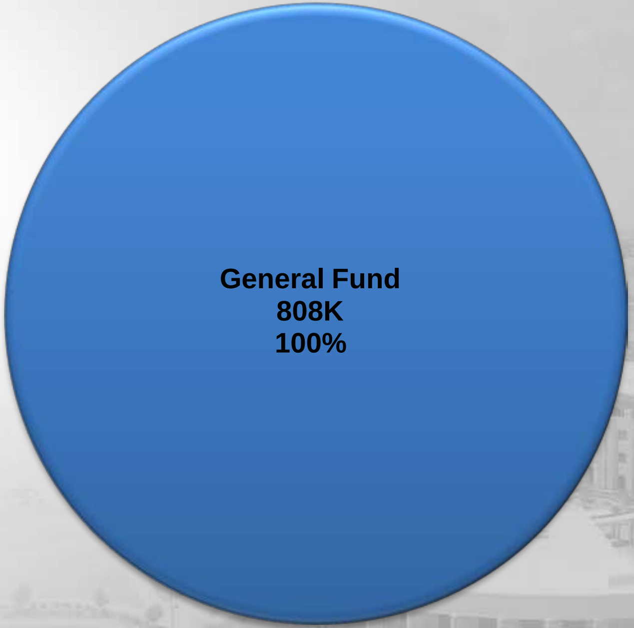
FINANCE

DEPARTMENT OVERVIEW

FY19 Operating Budget

- Department Funds
    - General – 100%

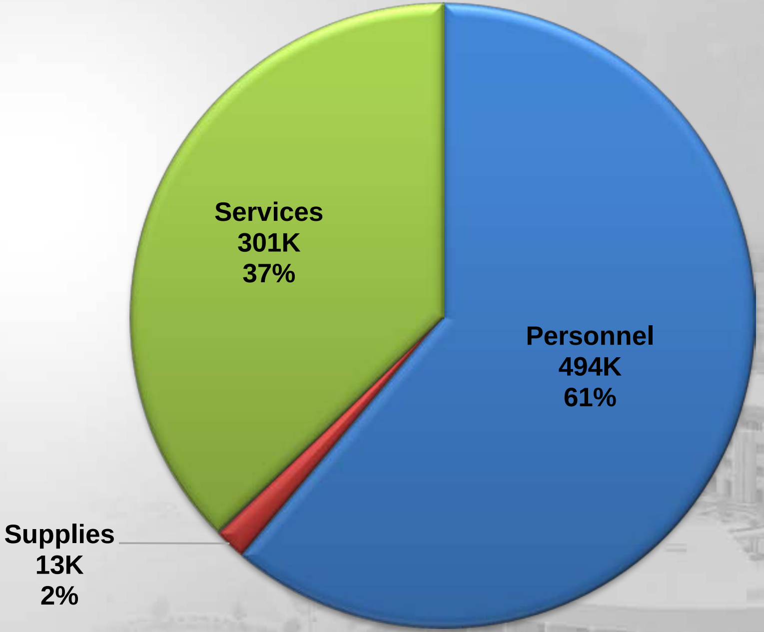
- Employees
    - 5 Full-Time



FY19 BUDGET

All Funds

- Expenditures - $808K
- Revenue - $210K
  - Passport Fees



FUTURE NEEDS

- Staffing Needs
- Advertising Cost Increases
- Civic Clerk Maintenance Costs
- Election Expenses

SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Thank You

SURPRISE
ARIZONA

CITY ATTORNEY DEPARTMENT

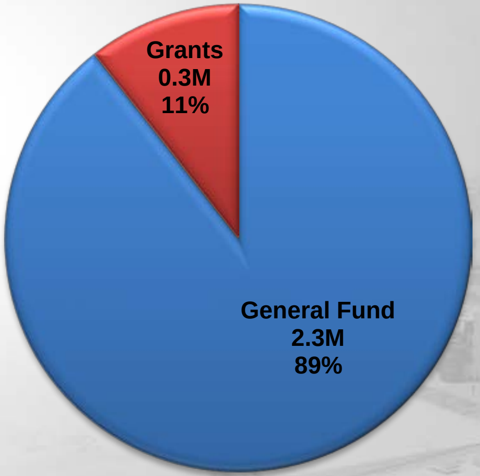
FY2020 BUDGET PRESENTATION

FINANCE

DEPARTMENT OVERVIEW

- General Fund
- Grants

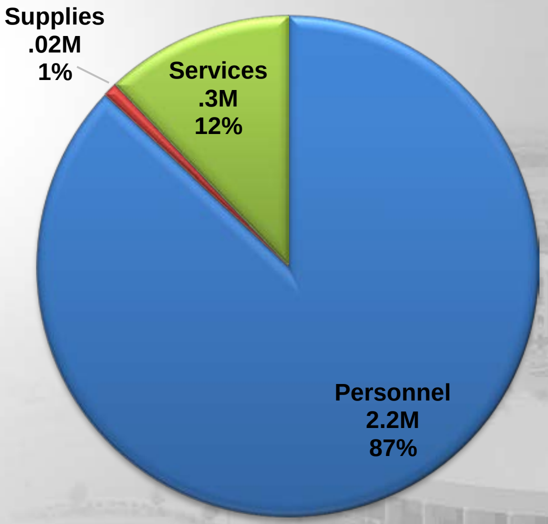
- Employees
  - 17 Full-Time



FY19 BUDGET

All Funds

- Expenditure $2.6M
- Revenue $0.3M
    - Grants



FUTURE NEEDS

- Litigation Funding
- Staffing
    - Part-Time Legal Specialist

QUESTIONS OR COMMENTS?

Thank You