



CITY OF SURPRISE
Regular City Council Work Session
16000 North Civic Center Plaza
Surprise, AZ 85374

Tuesday, February 19, 2019 @ 4:00PM

A. Call To Order Mayor Hall called the Regular City Council Work session to order at 4:00 p.m.

[Mayor Hall called the Regular Council Work Session to order at 4:00 p.m.](#)

B. Roll Call - In attendance with Mayor Hall were Vice-Mayor, Roland F. Winters, Jr., Councilmembers Patrick Duffy, David Sanders, Chris Judd, Nancy Hayden and Ken Remley.

C. Pledge of Allegiance

D. Proclamation and Community Acknowledgements

E. City Manager Report

F. City Clerk Report

G. Call To The Public - No call to the public received.

H. Regular City Council Meeting Agenda

1. CONSENT AGENDA:

1. REGULAR AGENDA ITEM - PUBLIC HEARING:

3. REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

1. Presentation and discussion pertaining to Asante Branch Library.

[Presentation on the Asante Branch Library Project.](#)

[CRS Director, Donna Miller gave a powerpoint presentation on this item. The conceptual drawing were reviewed as well as operational costs, furniture and fixtures, hours of operations, estimated opening timeframe, etc.](#)

[Council Comments/Questions:](#)

[Councilmember Remley commented about the Friends of the Library entrance and that it is basically a bookshelf along the wall. What kind of arrangement will you have](#)

for collecting money?

CRS Director, Donna Miller commented that we are looking at a drop box and that a lot of libraries around the valley are actually doing this right now.

Councilmember Remley, is this going to be an honor system? Ms. Miller replied "Yes, correct".

Councilmember Sanders commented that it is interesting to watch this project from the beginning. The Intergovernmental Agreement includes staffing, does it give us resources from the County as well and will 48 hours operations be enough?

Ms. Miller replied that yes, this is correct. If we went forward on our own, we would lose access to the County resources.

Councilmember Judd asked if we have an idea of when the library is the busiest?

Ms. Miller commented, yes, we have looked at other libraries in the area, and the busiest time frame is during the week and the hours of 9 a.m. to 5 pm.

Vice-Mayor Winters commented that he is really excited about this library, especially out in the area of 163rd Avenue. As far as the furniture goes, this will be in the 2020 budget, correct?

Ms. Miller replied, yes correct.

Mayor Hall asked for clarification regarding Monday use compared to Sunday use? Ms. Miller replied that Monday use is much higher.

Councilmember Remley commented that maybe the library could have different hours in the summer compared to winter, maybe we could consider a flex schedule.

No other comments were received.

. Presentation and discussion pertaining to the city's Household Hazardous Waste Program.Â

A presentation regarding Household Hazard Waste Program presented by Christina Betz, Public Works.

Spring 2019, we are planning to launch this as a pilot program. A press release will be sent out tonight through social media.

Council Questions:

Councilmember Duffy asked when you call to schedule, will staff give you an exact date so it doesn't sit out in the open? Ms. Betz replied that yes, when the resident calls they will be asked for a preferred date.

Vice-Mayor Winters asked "what type of boxes are residents suppose to use"?

Christine Betz commented that Instructions will be on the website, the resident will need to mark the box with HHW and put the materials in the box and it will be collected.

Vice-Mayor Winters asked if there will there be limits on the amount of items to be picked up.

Councilmember Judd asked if we will be able to accomodate all that call in compared to the amount at previous events? Ms. Betz replied that yes and we will be able to expand the amount of days if necessary.

Councilmember Sanders asked for clarification on the current budget for the current HHW program and if it is sufficient. Ms. Betz replied that it meets budgetary requirements.

Mayor Hall asked about the call volume and how are we going to communicate with callers.

Ms. Betz replied that our customer service utility billing will be able to handle the call volume. We have been meeting with them for sometime about this program.

No other comments were received.

3. Presentation and discussion pertaining to a financial update and revenue sources in preparation of the fiscal year 2020 budget.

Finance Director, Andrea Davis and Asst. Finance Director, Holly Osborn gave a powerpoint presentation on the financial status update and budget process.

Council Comments/Questions:

Councilmember Remley asked a question on the Intergovernmental funding, based on which population numbers is this calculated? Ms. Davis replied that this is based on City population of 132,000.

Councilmember Remley asked if the Income reported on income taxes, does this have any impact on how the revenue is shared?

Finance staff replied that the State distributes it based on population, not income.

Councilmember Remley asked that if we should keep the same rate that it is, we are estimating \$8,551,000., so the rate is the same but we will get more money. I wanted to clarify, most people are confused by this and think we are raising taxes.

Vice-Mayor Winters commented as for clarification on the secondary property tax, I

would like to keep the rate the same.

Councilmember Judd asked that if there is an option to lower the rate, is that an option?

Finance staff clarified that you can go down easy enough, going up is a more difficult procedure. Councilmember Judd commented that he is okay with keeping it the same.

Councilmember Remley commented on concerning the rate that we pay, one of our handouts shows property tax rate comparison, in terms of the primary tax rate is currently one of the lowest in the whole valley.

Mayor Hall commented that staff should have general direction with the discussion this evening.

4. Presentation and discussion pertaining to the fiscal year 2018 annual audit and Comprehensive Annual Financial Report, and associated reports.Â Â

Finance Director, Andrea Davis and Nick Sarpy, Accounting Manager gave a powerpoint presentation and overview. The auditors recommended improvements in several areas such as Conflict of Interest; Cash Reconciliations; Bad Debt Expense; Capital Assets; Federal Procurement Compliance are a few areas of concerns.

Council Comments/Questions:

Councilmember Remley thanked staff for bringing the management report issues forward. Last year, we didn't have any comments. It is comforting to know the auditor is on the job and to bring reports forward.

No other comments were received.

I. Other Business and Future Agenda Items

J. City Council Reports

K. Executive Session

1. Executive Disclaimer - Part 1

L. Adjournment - Councilmember Judd made the motion to adjourn the Regular City Council Work Session at 5:21 p.m. Seconded by Councilmember Hayden. Motion carried unanimously to adjourn.

Skip Hall, Mayor

ATTEST:

Sherry Ann Aguilar, City Clerk, MMC

CERTIFICATION:

I, Sherry Ann Aguilar, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Regular City Council Work Session of **Tuesday, February 19, 2019.**

Sherry Ann Aguilar, City Clerk, MMC