



**Minutes**  
**Work Study Session**  
**Queen Creek Town Council**  
Queen Creek Town Hall, 22350 S. Ellsworth Road  
Council Chambers  
April 17, 2013  
5:30pm

**1. Call to Order**

Mayor Barney called the meeting to order at 5:30pm.

**2. Roll Call** (one or more members of the Council may participate by telephone)

Council Members present: Barnes; Gad; Oliphant; Wheatley; Vice Mayor Benning and Mayor Barney. Council Member Brown was absent.

**3. Motion to adjourn to Executive Session (to be held in the Saguaro Conference Room of the Municipal Services Building) for the following purposes:**

A. Discussion and consultation with the Town's attorneys for legal advice regarding a Maricopa County Air Quality Non-Compliant Inspection and Notice to Respond for dust control and stabilization measures for Town-owned vacant lots at Appleby Road & 196<sup>th</sup> St. (A.R.S. 38-431.03(A)(3).

B. Discussion and consultation with the Town's attorney for legal advice and with the Town's representatives to consider the Town's position and instruct its representatives regarding agreements that are the subject of negotiations related to Town Center projects. A.R.S. § 38-431.03(A)(3) and (4).

Motion to adjourn to Executive Session at 5:31pm.

**1<sup>st</sup>: Barnes**

**2<sup>nd</sup>: Gad**

**VOTE: Unanimous**

The Work Study Session reconvened at 6:05pm.

**ITEMS FOR DISCUSSION** These items are for Council discussion only and no action will be taken. In general, no public comment will be taken.

**4. Presentation by the Pinal Partnership.**

Sandie Smith, representing Pinal Partnership, provided an introduction on the organization and discussed the various committees, meeting topics and opportunities to network with other jurisdictions within Pinal County. City of Maricopa Vice Mayor Ed Farrell, also representing Pinal Partnership was introduced.

**Minutes for the Work Study Session**  
**Queen Creek Town Council**  
**April 17, 2013**  
**Page 2**

**5. Update on the 2013 Roots N' Boots event.**

Jon Wootten, representing Friends of Horseshoe Park, provided information related to the two goals for event: 1) Break Even and 2) Successful Community Event.

Mr. Wootten provided details on the expenses and revenues including the in-kind Town sponsorship that included staff, services and site rental. He said the expected repayment to Town will be \$17,101, which is slightly lower than 2012.

Mr. Wootten also provided results of the exit surveys completed by 433 attendees. The results showed that those rating the event as excellent had increased; the attendance from outside the Queen Creek area had increased (more people travelled); and most attendees heard about the event from others.

He also discussed the effects on the event from the rain and storm resulting in rescheduling some events and cancelling others, but with the priority on holding the youth events. Mr. Wootten added that the Friends of Horseshoe Park are looking forward to planning the 2014 Roots ' Boots.

**6. Discussion on use of the budget contingency fund.**

Assistant Town Manager Patrick Flynn discussed the Town's Contingency Fund policy to pay for unforeseen and unbudgeted needs, which can include, but not limited to emergencies, safety issues and legal issues. He said the policy is to have 3% of the General Fund budget set aside for contingency each budget year, and that FY12-13 contingency balance is \$440,000. He further explained that use of the Contingency Fund is rarely used and is at the discretion and approval of the Town Council and that any unused FY Contingency funds rolled into the next FY Unrestricted Fund (savings) which has a current balance of \$11.4 million. Mr. Flynn also stated that the Town's policy is similar to other jurisdictions.

Council discussed options to budget contingency funding into Department budgets to allow more flexibility. Mr. Flynn responded that this approach was used in years past but discontinued during the recession years and the Contingency Fund was centralized. Council asked about project/contract contingency funds. Mr. Flynn explained that that type of contingency was built into the project funding budget.

**7. Adjournment**

The meeting was adjourned at 6:58pm.

TOWN OF QUEEN CREEK

---

Gail Barney, Mayor

Attest: \_\_\_\_\_  
Jennifer F. Robinson, MMC

**Minutes for the Work Study Session**  
**Queen Creek Town Council**  
**April 17, 2013**  
**Page 3**

I, Jennifer F. Robinson, do hereby certify that, to the best of my knowledge and belief, the foregoing Minutes are a true and correct copy of the Minutes of the April 17, 2013 Work Study Session of the Queen Creek Town Council. I further certify that the meeting was duly called and that a quorum was present.

---

Jennifer F. Robinson, MMC

Passed and approved on May 15, 2013.