



Minutes
Budget Committee
Town of Queen Creek
22350 S. Ellsworth Road, Queen Creek, AZ 85142
Town Hall, Council Chambers
May 7, 2013
6 p.m.

1. Call to Order

The meeting was called to order by Chair Oliphant at 6:13 p.m. The following people were in attendance:

Committee Members: Chair Oliphant, Craig Barnes, Robin Benning

Town Staff: John Kross, Town Manager; Patrick Flynn, Assistant Town Manager/CFO; Samantha McPike, Budget Administrator

2. Items for Discussion and Possible Action

A. Consideration and possible approval of the March 27, 2013 minutes

Approved at the May 6, 2013 Budget Committee meeting

Minutes were approved at the May 6, 2013 Budget Committee meeting.

B. Discussion and possible approval of the Queen Creek FY2013/14 Operating and Capital Improvement budget

1) Background information including possible brief review of the 5 year financial plan

2) Operating budgets by department/cost center (General Fund) including not-for-profit budgets

The Budget Committee reviewed the Development Services department operating budget. Chris Anaradian, Development Services Director, reviewed a hybrid approach with a balance of staff and contract services. The divisions within the Development Services Department include:

- Building Safety
- Development Services Admin
- Engineering
- Facilities Maintenance
- Fleet Maintenance

- Neighborhood Preservation
- Parks & Ground Maintenance
- Planning
- Public Works
- Street Maintenance
- Traffic

Some of the recommended supplemental expenditures include:

- General Plan Update
 - required to have done in 2018
- Principal Planner
 - based on service needs
 - pursue grant opportunities
 - manage high profile projects through entitlements
- Planning Administrative Assistant
 - track outcome data (projects in process, completed, types, amounts)
 - document review and coordination
- Transportation Study
 - existing study dates from May 2007
- Traffic Engineer
 - review goals for Town's build out
 - attend agency meetings
- Plans Examiner
- Part-Time Neighborhood Preservation Coordinator (2 FTE)
 - primary focus will be signs, weeds and parking
 - part-time staff can work weekends
- Maintenance and Operations Assistance (2FTE)
 - position is to get caught up on the increase in our pavement infrastructure, sidewalks, storm drains and basins, and bridges
- Part-Time Park Ranger
 - for customer service during peak hours and weekends
- Case 570 NXT Tractor w/Cab
 - tractors are shared with 3 divisions
 - HPEC has increased events since 2009
 - wash clean up – safety for bee attacks

One additional capital item was discussed. They would like to add Ocotillo Road between Power and Recker which does not exist today. There is another school that would like to develop in this area.

- 3) Enterprise fund budgets by department/cost center including associated capital improvement projects
- 4) Other Capital Improvement and Development fund budgets
- 5) Other Town fund budgets

3. Announcements

The Budget Committee will review not-for-profit budget requests at the May, 13, 2013 meeting.


4. Adjournment

The meeting adjourned at 8:29 p.m.

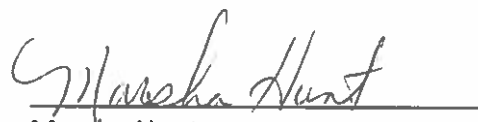
TOWN OF QUEEN CREEK


Council Member Oliphant, Chair

Prepared by:


Marsha Hunt
Sr. Administrative Assistant

I, Marsha Hunt, 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 May 7, 2013 Budget Committee Meeting. I further certify that the meeting was duly called and that a quorum was present.


Marsha Hunt
Sr. Administrative Assistant

Passed and approved on: Feb 12, 2014