

# MAYOR AND COUNCIL - STUDY SESSION

## ADMINISTRATIVE ACTION REPORT AND SUMMARY

JANUARY 6, 2003

FROM: CITY MANAGER



Mayor Robert E. Walkup called the Study Session to order at 1:35 P.M. in the Mayor and Council Chambers, City Hall Tower, Tucson, Arizona.

COUNCIL MEMBERS PRESENT: Mayor Robert E. Walkup  
Vice Mayor Shirley C. Scott, (Ward 4)  
Counc. Jose J. Ibarra, (Ward 1)  
Counc. Carol W. West, (Ward 2)  
Counc. Kathleen Dunbar, (Ward 3)  
Counc. Steve Leal, (Ward 5)  
Counc. Fred Ronstadt, (Ward 6)

STAFF: James Keene, City Manager  
Mike Letcher, Deputy City Manager  
Michael House, City Attorney  
Kathleen S. Detrick, City Clerk

AGENDA ITEM/MAYOR AND COUNCIL ACTION	STAFF ACTION
<p>1. Mayor and Council Budget Process Guidelines (City-Wide) SS/JAN6-03-6</p> <p>Council Member Ronstadt MOVED, SECONDED by Council Member Dunbar to adopt the set of procedures to guide budget deliberations over the next few months as the Fiscal Year 2004 Budget is developed, including:</p> <ul style="list-style-type: none"><li>▪ Impact analysis prior to decision making</li><li>▪ Coordination of budget questions and responses</li><li>▪ Focused discussions</li><li>▪ Tentative/straw ballot voting</li><li>▪ Alternative budgets</li></ul> <p>Motion PASSED by a 7 to 0 vote.</p>	<p><u>ALL DEPARTMENTS</u> Are informed</p>

AGENDA ITEM/MAYOR AND COUNCIL ACTION	STAFF ACTION
<p>2. Boards, Commissions and Committees (City-Wide) SS/JAN6-03-2</p> <p>This item was not discussed. Formal action was taken at the Regular Meeting.</p>	<p><u>CITY CLERK</u> Is informed</p> <p>See AAR&amp;S of the Regular Session of 1/6/03, Item #8A &amp; #8B</p>
<p>3. Mayor and Council Discussion of Regular Agenda SS/JAN6-03-3</p> <p><u>6-F. Intergovernmental Agreement: With Town of Oro Valley for Purchase of Replacement Transit Vans and Computer Equipment</u></p> <p>Council Member West requested this item be considered separately.</p>	<p><u>DIR. OF TRANS.</u> Is informed</p>
<p>4. Mayor and Council Discussion of Future Agendas SS/JAN6-03-4</p> <p>Council Member Ronstadt requested a discussion item be scheduled to discuss the December 13, 2002 memo from the Small Business Commission regarding notification procedures for neighborhood associations.</p> <p>Council Member Dunbar requested, by memo, the current Mayor and Council procedures regarding substitute motions.</p> <p>Council Member West requested the following information regarding Rio Nuevo be provided by memorandum:</p> <ul style="list-style-type: none"><li>▪ A break out of the \$19 million in expenses,</li><li>▪ Is this amount an estimate or actual expenditure?</li><li>▪ What is the schedule of repayment from the State TIF (how does that work)?, and</li><li>▪ How has the poor economy impacted Rio Nuevo and the TIF?</li></ul> <p>Council Member Leal added that if there is a delay in payment from the State, the City should in turn request an appropriate extension.</p>	<p><u>DIRS. OF ECONOMIC DEV. AND DEPT. OF NEIGH. RESOURCES</u> Are responsible</p> <p><u>CITY CLERK</u> Is responsible</p> <p><u>CITY ATTORNEY</u> Is informed</p> <p><u>RIO NUEVO OFFICE</u> Is responsible</p>

AGENDA ITEM/MAYOR AND COUNCIL ACTION	STAFF ACTION
RECESS: 1:58 P.M. RECONVENE: 2:59 P.M. MAYOR & COUNCIL: ALL PRESENT STAFF: ALL PRESENT	
<p>5. Fiscal Year 2004 Budget Workshop II (City-Wide) SS/JAN6-03-1</p> <p>During a general discussion the following comments were provided.</p> <p>Council Member West offered guidelines for budget management:</p> <ul style="list-style-type: none"> <li>▪ We can not afford to curtail safety</li> <li>▪ Think through the liability of a cut</li> <li>▪ Maintenance is important</li> <li>▪ What is the impact of delayed openings?</li> <li>▪ Does a cut cost more in the long run?</li> <li>▪ Look for opportunities to get other agencies to cost-share (youth issues)</li> <li>▪ Increase grants</li> <li>▪ Will a cut really be money saved (layoff versus overtime)?</li> <li>▪ Break with tradition and talk to employees to see a different way of doing things</li> <li>▪ Volunteerism – Tucson Convention Center grounds</li> <li>▪ Reduce mandates</li> <li>▪ Look for duplication by another agency – the City can't be all things to all people</li> </ul> <p>Vice Mayor Scott offered the following:</p> <ul style="list-style-type: none"> <li>▪ Do we have the Budget Advisory Committee working with us? (NOTE: the Budget Advisory Committee dissolved themselves six months ago)</li> <li>▪ Back to Basics is deeply appreciated by both neighbors and elected officials</li> <li>▪ Where are we regarding an Impact Fee?</li> <li>▪ If we can not sell A-7 Ranch is there anyway to reduce expenses?</li> <li>▪ Utilize volunteers, including prisoners</li> <li>▪ Encourage City/County cooperation in the area of Information Technology</li> <li>▪ Do we have too many Public Information Officers? Could they possibly be cross-trained to provide a greater range of service?</li> <li>▪ Furlough employees earning greater than \$50,000/annually one day per month</li> <li>▪ Have the City and County discussed the transfer of the Library?</li> <li>▪ Is it possible to decrease the general fund contributions to TIF at this time due to the slow economy?</li> </ul>	<p><u>ALL DEPARTMENTS</u> Are informed</p>

AGENDA ITEM/MAYOR AND COUNCIL ACTION	STAFF ACTION
<p>5. Fiscal Year 2004 Budget Workshop II (City-Wide) SS/JAN6-03-1 (Continued)</p> <p>Council Member Ronstadt requested staff:</p> <ul style="list-style-type: none"><li>▪ Investigate the possibility of creating an Enterprise for Solid Waste at full cost recovery (at least the Commercial portion).</li><li>▪ As discussions continue, clearly identify one-time versus recurring cuts/revenues.</li></ul> <p>Mayor Walkup added the following:</p> <ul style="list-style-type: none"><li>▪ The creation of an Enterprise for the Tucson Convention Center should be considered.</li><li>▪ Specific discussions with selected areas (e.g. Libraries) – “Focused Townhall” should be scheduled.</li></ul> <p>Council Member Dunbar offered the following:</p> <ul style="list-style-type: none"><li>▪ Is it time for “Zero-based Budgeting”?</li><li>▪ What is the potential liability of the delay of a Fire Station?</li><li>▪ What are the implications of eliminating “Brush ‘N Bulky” pickup versus implementing a fee for service?</li></ul>	
<p>6. Discussion of City Assigned Vehicles, Cell Phones, Pagers and Palm Pilots; and Discussion of Council Office Relocations (City-Wide) (Continued from the meeting of December 16, 2002) SS/JAN6-03-5</p> <p>Vice Mayor Scott MOVED, SECONDED by Council Member West to approve the City Manager’s recommendation to not take action on this item.</p> <p>Motion PASSED by a 7 to 0 vote.</p>	<p><u>CITY MANAGER</u> Is informed</p>
<p>ADJOURNMENT: 4:35 p.m. <i>VERBATIM TAPE RECORD AVAILABLE UPON REQUEST FROM THE CITY CLERK’S OFFICE.</i></p>	