



Town of Mammoth

MINUTES OF THE SPECIAL MEETING OF THE MAMMOTH TOWN COUNCIL

HELD ON JULY 12, 2017

Minutes of a Special Meeting of the Mammoth Town Council held July 12, 2017 pursuant to the notice required by law.

1. Call to Order

- a. Mayor Dietz called this meeting to order at 1:06PM

2. Pledge of Allegiance – Rogina Medina

3. Roll Call

a. Council Members Present

Mayor Joe Dietz
Vice Mayor Al Anaya
Councilman Bob Sloan
Councilwoman Rogina Medina
Councilwoman Frances Amparano

Staff Members Present

Stephen Cooper, Attorney
Don Jones Town Manager
Tammy Villar Police Dept.
Sharon Christiansen Librarian

Council Members Absent

Councilman Bustamante (Excused)
Councilman Martinez

4. PUBLIC HEARING WAS OPENED AT 1:10 PM

Presentation by Pat Walker Consulting-

- a. **Resolution 2017-03 Approving Adoption of a Final Budget for Fiscal Year 2017-2018 in the amount of \$2,821,350.**

- b. **Adoption of the Property Tax Levy in the Amount of \$50,971**

Pat Walker was present via Telephone and gave the following presentation. On June 26, 2017 your adopted the Tentative Budget for Fiscal year 2017-2018. Before you is a copy of the Final Budget for the Fiscal Year 2017-2018 and this is the public hearing for this matter. The final budget is in the amount of \$2,821,350. This year's budget also contains a property tax levy of \$50,971. The town is lowering the property tax rate from 2.3582 to 2.3157. The reason the town can increase the property levy tax is due to the town having some new construction. This is good because people's tax rates are going down, but yet the property tax levy is going up. In this budget you will see the breakdown of line items. You cannot raise the budget on you have adopted the tentative budget but you may lower it. It can be changed from line item to line item but you may not exceed the amount of \$2,821,350. Thank you. (Copy of presentation is attached at the end of the minutes)

Don Jones asked that Pat Walker explain the \$2million that was added to the budget Pat Walker Responded- Out of the Budgets \$2,821,350 there is a grant in the amount of \$1,250,000. It is important that this amount be added to the budget to allow for incoming grants, if it is not included in the budget you cannot spend it.

AT THIS TIME THE PUBLIC HEARING IS OPEN FOR PUBLIC COMMENT

Handicapped individuals with special accessibility needs may contact the ADA Coordinator for the Town of Mammoth at (520) 487-2331 (V/TDD)

Juan Ponce-Rolfs—Is this budget broken down by departments or is it a general budget that you work from. How is this budget spread out? Do you have a spot for the police department, the public works department, the administration department, etc...

Pat Walker- Yes every department has a budget, it is shown on the budget forms that are listed on the town's website and was posted in various other locations. I have also provided another document that is more detailed for the Council.

Mr. Ponce The writing is to small and hard to read. Could you also explain again about the tax levy so that I can understand this?

Pat Walker- You have property value of \$2,157,115 Assessed Value, this is the total assessed value for the properties in the town of mammoth for the fiscal year beginning July 1, 2016 through June 30, 2017. The assessed value from July 1, 2017 through June 30, 2018 is \$2,201,133. Because you had some construction the assessed values gained, Council has the option of lowering the property tax rate, they do not have to, they made the choice to lower it. They could have raised the rate or kept it the same but, they chose to lower it. They did this so that the tax payer will not experience the increase in tax due to the assessed values going up. Taxpayers will pay approximately the same amount as before due to the reduction in the tax rate.

Mr. Ponce- So is this part B of the agenda we are discussing?

Pat Walker- Yes, but we will not be approving this today this hearing is only for the Budget Approval. The approval for the Property Tax Rate will be on August 1, 2017. Today after the close of the public hearing, Council will be asked to approve the 2017-2018 Budget.

Mr. Ponce- Can I get a copy of the breakdown for each department?

Council Response- Yes you may obtain a copy from the Town Hall.

Pat Walker- Just to clarify, the chief may move around line item totals within her department but cannot take from another department, that would require an approval by council.

Mr. Ponce- Thank you very much.

Joe Brewer-2nd Street.- I have a question on the grants received last year, could you tell us what grants were received last year?

Pat Walker- It was for a CBDG Water Grant

Mr. Brewer- So there was only one grant?

Pat Walker- Yes, it was only one grant; is that correct Don?

Don Jones- Yes only one per year.

Mr. Brewer- Can you tell us who wrote that grant?

Don Jones- CAG

Pat Walker- I am not sure if it was Don or in Conjunction with CAG.

Mr. Brewer- CAG wrote that if I am correct. I just want to get it on the record, if you ask CAG they will tell you they wrote the grant. Thank you.

Marty Ponce-Fire District- I was wondering if you could tell us how much is budgeted for dispatching?

Pat Walker- I will have to get back to you with that because it is combined with the police department and I will need the opportunity to get with the Chief and break out the salaries and equipment for dispatching.

Don Jones- It is plus or minus about \$100,000.

Pat Walker- Yes I believe that is correct when you add everything it is around that amount, I just want to be sure.

Mr. Ponce- Okay Thank you very much.

(Chief Villar comes in from another meeting)

Don Jones- There is a question concerning the budget for dispatching,

Chief Villar- Salaries alone are in the area of \$89,000

Pat Walker- Plus there would be benefits and other costs related to dispatching. This is where we get the approximate amount of \$100,000.

Chief Villar- Yes, with all it probably is just over \$100,000.

Tony Armenta- Was there a breakdown of the budget in the Miner, it did not look like all the departments were there?

Pat Walker- Yes the whole budget was posted in the San Manuel Miner.

5. **Action By the Town Council on the following matters:**

- a. **Resolution 2017-03 A Resolution Adopting a Final Budget for the Fiscal Year 2017-2018 in the amount of \$2,821,350.**

Motion to Approve by: Councilman Sloan Second: Councilwoman Amparano

Motion Passes 5-0

- b. **Item B. Adoption of Property Tax Levy, was pulled from the agenda for another meeting on or about August 1, 2017**

- c. **Cancellation of Regular Council Meeting of July 20, 2017, Meeting to be Cancelled due to no items for business at Regular Meeting.**

Motion to Cancel Regular Meeting of July 20, 2017

Motion by: Councilwoman Amparano Second by: Vice Mayor Anaya

Motion Passes 5-0

- d. **Approval of Accounts Payable for Payment and Filing**

Motion to Approve by: Councilman Sloan Second by: Councilwoman Amparano

Motion Passes 5-0

- e. **Approval of Meeting Minutes**

Regular Meeting of June 15, 2017

Special Meeting of June 26, 2017

Motion to Approve By: Councilman Sloan

Second by: Vice Mayor Anaya

Motion Passes 5-0

- f. **Town Reports**

i. **Town Clerk/Treasure**

ii. **Police**

iii. **Public Works**

iv. **Library**

v. **Planning and Zoning**

No Action Taken or Motions Made

- g. **Designation of Town Manager as Interim Town Clerk to sign Resolutions and Ordinances**
Comments made by Attorney S. Cooper- Mr. Mayor and Council Members, We have previously appointed Lona Duncan as our Town Clerk, Ms. Duncan works remotely out of Safford. In town government we have several functions that would require signatures in a

timely manner; we have resolution and ordinances, we have publishing deadlines for these resolutions, ordinances and grants.

This item will allow the Town Manager, Don Jones, to sign in place of our Town Clerk in these matters. Also when you serve a town a law suit or a motion of claim, you must serve the Town Clerk, this is in our Town Codes and a State Law. Having your town clerk in Safford presents a problem when someone wants to serve paperwork to the town, due to the fact that it needs to be signed for. We are not asking that he receive any additional pay or compensation, just that he be able to sign these documents in place of the Town Clerk. The term is Interim which means this actions can be changed at any time. Lastly, Ms. Duncan works for Pat Walker and she was concerned that this may be a little beyond her scope of duties. This is why this has appeared on the agenda, it was not at the request of Mr. Jones but is what is needed at this time. Previously we had Erica Garcia, but she has expressed because of various factors she did not want that responsibility.

Motion to Approve Don Jones as Interim Town Clerk for the Purpose of Signatures on Town Documents.

Motion by: Councilwoman Amparano Second by: Councilman Sloan

Motion Passed 5-0

- h. Accept Recommendation of Planning and Zoning Commission and grant Variance for 110 S. Clark Street for the period of one (1) year while property is being repaired.

Sharon Christiansen- Good Evening, Planning and Zoning has approved the request for the variance on 110 S. Clark Street. Mr. Larrimore has submitted all documents and permits required and is ready to proceed with the rehabilitation of this property. We are asking that the Council give final approval of this request at this time.

Motion is to accept the recommendations of Planning and Zoning concerning the variance for 110 S. Clark St. for the period of one (1) year.

Motion by: Councilwoman Medina

Second by: Vice Mayor Anaya

Motion Passed 5-0

6. POSSIBLE EXECUTIVE SESSION- NONE

7. ADJOURN – 1:40PM

Motion to Adjourn Meeting at 1:40PM

Motion: Councilwoman Medina Second: Vice Mayor Anaya

Motion Passed 5-0

Meeting is Adjourned at 1:40PM

I certify that the preceding is a true and correct copy of the minutes of the Mammoth Town Council's Regular Meeting held on July 12, 2017. I further certify that the meeting was duly called and held.

Town Manager Don Jones