



CLINTON CITY COUNCIL MINUTES

8:00 AM Work Session

Weber Basin Water Conservancy District

2837 UT-193, Layton UT 84040

MAYOR

Brandon Stanger

CITY COUNCIL MEMBERS

Spencer Arave

Marie Dougherty

Austin Gray

Dane Searle

Gary Tyler

Date of Meeting: March 22, 2024	Call to Order: 8:40 am
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Staff Present	City Manager Trevor Cahoon, Treasurer Steve Hubbard, Fire Chief Dave Olsen, Asst. Fire Chief Justin Benavidez, Court Administrator Amy Durrans, Recreation Director Brooke Mitchell, Police Chief Shawn Stoker, Lieutenant Matt Fawbush, Public Works Director David Williams Asst. Public Works Director Kasey Jensen and Lisa Titensor recorded the minutes.
Citizens Present	There were none.
Roll Call & Attendance	Present were: Councilmember Arave, Councilmember Dougherty, Councilmember Gray, Councilmember Searle, Councilmember Tyler and Mayor Stanger

A. BUDGET REVIEW

Petitioner	Trevor Cahoon
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DISCUSSION	<p>City Manager Cahoon presented the following information which was included in a PowerPoint.</p> <p>Timeline of Budget Process April 9, 2024 Work Session April 23, 2024 Work Session May 14, 2024 Tentative Budget June 11, 2024 Final Budget if no Truth in Taxation August 13, 2024 Potential Truth in Taxation Pubic Hearing</p> <ul style="list-style-type: none"> • Introductions • Timeline • General Fund Overview • Personnel Discussion • Materials and Supplies • Capital Projects • Department Updates • Key Discussion Points <p>General Fund Overview</p> <p>Property Tax Discussion</p> <ul style="list-style-type: none"> • Previous philosophy • Concerns <p>Plans the City needs to create/update</p> <ul style="list-style-type: none"> • General Plan • Capital Facilities Plans • General (All Other) • Parks • Water • Sewer • Storm Drain
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- Streets
- SSSSD
- Impact Fee Facilities Plans
- Parks
- Water
- Sewer
- Storm Drain
- Streets
- SSSSD
- Utility Rate Studies (All)
- Strategic (Plan Optional)

He went on to discuss personnel changes he is recommending to make in the budget; as well as positions that are being requested. He discussed some situational analysis for consideration and explained that in summary, the intent should be to Optimize the productivity of our junior staff, adequately increase administrative support, and innovate our operational practices.

He provided some slides on materials and supplies and explained the difference between FY 2024 and what is being proposed in FY 2025.

He moved on to discuss Capital Projects and presented the following data on available capital:

Allocation Account	FY23 Available Funds	FY24 Available Funds	FY25 Available Funds Before Budget
General Fund	\$3,714,264	\$4,181,910	\$4,134,391
Park Construction Projects	\$1,200,587	\$1,153,344	\$1,182,249
Special Roadway	\$ 113,369	\$ (29,385)	\$ 132,676
Capital Improvement	\$7,344,985	\$2,822,085	\$1,416,942
SSSSD	\$ 522,088	\$ 534,984	\$ 545,755
Motor Pool	\$2,233,303	\$1,946,594	\$2,292,695
Water	\$2,621,501	\$ 2,908,077	\$2,146,845
Sewer	\$ 982,165	\$ 406,901	\$ 450,885
Storm Drain	\$1,319,894	\$1,033,536	\$1,085,382
Solid Waste	\$ 491,498	\$ 315,612	\$ 351,795

He discussed projects and equipment needs for community development, police, fire, ambulance, public works including streets & roads, parks and professional services.

Special Revenue Accounts were discussed including Parks Capital Projects Fund, Special Roadway/Street Projects, Motorpool and the Water Fund.

He moved onto a review of Enterprise Funds including Water Capital Projects, Sewer Capital Projects, Storm Drain Capital Projects and Solid Waste Capital Improvements.

He asked each department head to give the Council a brief update.

- Chief Stoker
- Court Administrator Durrans
- Treasurer Hubbard
- Recreation Director Mitchell
- Public Works Director Williams
- Fire Chief Olsen
- Recorder Titensor

	<p>Mr. Cahoon then asked the Council to consider the following key points that need to be addressed in the budget process in future work sessions:</p> <ul style="list-style-type: none">• Rap Tax – Planning/Committee• Property Tax• Utility Rates• City Branding
ADJOURN	Councilmember Arave moved to adjourn. Councilmember Searle seconded the motion. Councilmember’s Dougherty, Arave, Gray, Tyler and Searle voted in favor. The meeting adjourned at 3:43 p.m.

*Reviewed & approved by the Clinton City Council on this 9th day of April 2024
/s/Lisa Titensor, Clinton City Recorder*