



## Agenda

Town of Leeds Town Council  
Wednesday, April 10, 2024

**PUBLIC NOTICE** is hereby given that the Town of Leeds Town Council will hold a **PUBLIC MEETING** on Wednesday, April 10, 2024, at 6:00 PM at the Leeds Town Hall, 218 N. Main Street, Leeds, UT 84746.

The purpose of this work session is to facilitate open dialogue among the Town Council members and Staff, regarding agenda items. Public comment will not be taken in this session. Decision-related discussions will be scheduled for a future Town Council meeting. This session prioritizes candid idea exchange, with no formal action taken.

### **Work Session 6:00pm**

1. Work Session
  - a. Budget Review

The Town of Leeds will provide reasonable accommodations for persons needing assistance to participate in this public meeting. Persons requesting assistance are asked to call the Leeds Town Hall at 435-879-2447 at least 24 hours prior to the meeting. The Town of Leeds is an equal opportunity provider and employer.

Certificate of Posting: The undersigned Clerk/Recorder does hereby certify that the above notice was posted April 8, 2024, at these public places: **Leeds Town Hall**, **Leeds Post Office**, the **Utah Public Meeting Notice website** at <https://www.utah.gov/pmn/>, and the **Town of Leeds website** at <http://www.leadstown.org>.

Michelle Rutherford, Clerk/Recorder

# Town of Leeds

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## Town Council Work Session for Wednesday, April 10, 2024

### Work Session 6 PM

Call To Order/Roll Call: 6:15pm

**ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
MAYOR: BILL HOSTER	X	
COUNCILMEMBER: DANIELLE STIRLING	X	
COUNCILMEMBER: RON CUNDICK		X
COUNCILMEMBER: BRIAN HANSEN	X	
COUNCILMEMBER: KOHL FURLEY		X
COMMISSIONER : KEN HADLEY	X	
TOWN CLERK: MICHELLE RUTHERFORD	X	

### 1. Budget Review

This is a continued review of the Budget from the April 3<sup>rd</sup> Work Session, where we reviewed Income and challenges with the format of the current budget. The Mayor explained to the Councilmembers who were not present at that meeting, how deceptive the current budget can be because the Balance Sheet items (PTIF Accounts) were included as expected income for the year, where we were not expecting to receive that amount of money in the current year. This meeting will focus more on the Expenses.

Michelle Rutherford: Pointed out before moving forward, the Public Safety Impact Fees on the Balance Sheet totaling \$10,650.62 (\$6107.64 in Zions Bank and \$4542.98 in PTIF 4673) need to be refunded to the citizens that paid into that fund years ago. Most of the money has already been refunded, but this balance belongs to people we were not able to locate or that never responded to the letter sent out. We will make another attempt to reach them at the address we have on file, and then the funds will need to be sent to the State as Unclaimed Property.

Mayor Hoster: Does anyone want to review anything in Income before we move on?

4<sup>th</sup> of July Fireworks, last year we did \$1500, so we doubled it. I'd like to go even higher.

Beautification projects, we can talk about some projects that would be more visible to the town. We could put poles on the sidewalks and hang a banner over the road. We could also use some of this money to do something in the cemetery. The cemetery needs irrigation so we don't lose any more trees. The line item on the budget for Cemetery water expense is just the Water bill. We have nothing budgeted for Landscape/Irrigation. We could use some of the Beautification Project money for the cemetery. We should plant some new trees in the cemetery, the older trees are dying and just give the pack rats a home. The University should have a Landscape Architect Program. Maybe we could get in touch with someone there to help us out.

We overspent in Cemetery Expenses, after printing the detail for that line item, The Tree Guy was paid \$1550.00 out of Donations and \$58.69 was reimbursed to Ken Hadley for flag replacement in the cemetery.

Councilmember Stirling questions the need to pay for someone who didn't deliver the product, based on the agreement with the Town. The county claims they didn't deliver, and Councilmember Stirling agrees. Mayor Hoster disagrees with recognition for yard care, stating that it is not a government function to thank people for taking care of their own yard. Councilmember Stirling shares his opinion, stating that she feels the same way.

Mayor Hoster mentioned rebuilding doors at CCC Camp, and he was going to donate the money to pay for that.

Town celebrations GL is separated out from the rest of the celebrations. That will need to be cleaned up. Most of those celebrations fund themselves.

Wreaths Across America, Ken would like to see if there are any funds left, Michelle will need to look through the GL accounts to see where those wreaths were coded.

Councilmember Stirling and Michelle Rutherford discuss the process of amending and taking out line items in a municipality's budget. She explains that it's a process in QuickBooks that makes accounts inactive, allowing money to show up on the P&L. However, she also mentions that changing the name of an account is legal but not possible in the middle of the budget year. Councilmember Stirling agrees that they can clean up the account in June. The new budget must be adopted at the end of June, and the state has a template for the town. If the new template is adopted, the state must provide the new template, but the new template must be approved before the new budget is adopted.

Grapevine Wash is planning to move 36 acres of land into commercial use in three months, with the intention of constructing 100 little cabins and a five-star restaurant. The town will receive TRT money, which will triple the current budget. However, the town lacks resources to facilitate this process, and developers are expected to help support this effort financially. Additional expenses in engineering and legal fees will be incurred, and the developers will pay for these costs.

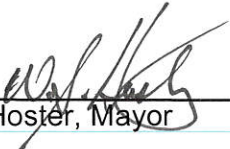
The town will also incorporate excavation permits and other permits, which will need to be paid before anyone does any work going forward.

The Mayor Hoster and Michelle Rutherford discuss the dynamics of incorporating new numbers into the city's budget. They acknowledge the need for a cleaner document, but Michelle suggests cleaning it up and showing the actual numbers without the zeros and PTIFs.

The Clerk will be looking further into the Liability Insurance and Bonds GL. It doesn't seem to be correct and more clarification is needed.

**Adjournment:** 6:56pm

Approved this 24<sup>th</sup> Day of April, 2024.

  
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Bill Hoster, Mayor

ATTEST:

  
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Michelle Rutherford, Clerk/Recorder