

# **SOUTH WEBER CITY SPECIAL COUNCIL MEETING**

**DATE OF MEETING:** 6 May, 2015

**TIME COMMENCED:** 5:30 p.m.

**PRESENT: MAYOR:**

**Tammy Long**

**COUNCILMEMBERS:**

**Scott Casas**

**Randy Hilton**

**arrived at 6:30pm**

**Michael Poff**

**Marlene Poore**

**David Thomas**

**(excused)**

**CITY RECORDER:**

**Tom Smith**

**CITY MANAGER:**

**Duncan Murray**

**Transcriber: Minutes transcribed by Tom Smith**

**VISITORS:** Tim Grubb      6966 South 475 East  
Paul Laprevote, Mark McRae

## **Overview of proposed tentative budget for fiscal year 2015-2016, including revenue projections**

Mark McRae explained the revenues for the general fund. This year revenues are basically flat and similar to the previous years, and are under 1.8 million for next year. More money is being used in the general fund and less is in the Capital projects fund indicating that revenues are going down. He also explained a recap of all of the general fund items for each department. The contribution from general fund surplus will decrease to balance budget expenditures. The City has a one-time class "C" road fund that they have to spend otherwise the City will have to turn them back to the state. This is a one-time expenditure and will not be available to spend each year. It is used for major roads and overlays. This fund money has been built up over the last four years. Normal class "C" road money is roughly \$160,000 a year. Duncan explained that we are spending an extra \$340,000.00 this year because in the last four years we haven't spent the money allotted from the state. Council Member Casas asked, why do we have to balance the budget by borrowing \$77,000 from the general revenue fund? He does not want any surplus money taken from the general fund. Mark McRae expressed that \$46,000 had been placed into a fund by mistake and that that money had to be transferred out of that fund. Revenues are going down and there isn't enough money to stay up with the current infrastructure. There is no money being put away for improvements. Council Member Poff expressed that the City hasn't been spending all of the money for road improvements. They have spent money, just not all of it. Council Member Casas expressed that the budget truly is not balanced budget because of money being drawn out of reserves. Mark McRae expressed that it is important to keep your revenues conservative and to be tight on your expenditures.

Council Member Poore has not seen any kind of analysis that the leased cars have been done for the benefit of the City. She said no one is trying to cut back on the costs of things. Council

Member Casas wants to bid out the mowing of the parks. He believes we can save a minimum of \$50,000.00. He believes that there is a huge cost savings in contracting out our parks costs. Mark McRae expressed that these types of issues are the ones that should be discussed in the council committees. Mark, Tom, and Duncan spoke on what other Cities are doing with their vehicles: lease versus purchase. They also spoke on the benefits of using state contracts. Duncan ran an overview of some of the takeaways for the upcoming budget proposal. Council Member Poff would like staff to create a vehicle replacement plan. Council Member Casas is wondering about hiring a 6<sup>th</sup> person for public works. Duncan explained that such a decision was pending approval with the upcoming budget. Council Member Poore wants to bid out invitations for meter replacement as opposed to doing it ourselves. Council Member Casas expressed that revenue versus expenses are going in the wrong direction. He fears that hiring someone would cause a layoff later on. Council Member Poff questioned why there was \$800.00 in revenue for Youth Council. He expressed that the kids may have to pay a portion for their cost to go to the USU conference for the coming year. He thinks that all money coming in should go to the recreation department, and not to the Youth Council fund. Mark said he would adjust the budget to show that change. He also asked about the Fire/Job Corp agreement; if the money was credited to somewhere else. He believes that Job Corp owes the City money. Mark said it could have gone in to the wrong year budget from last year or it is possible that the City has not received the money yet.

Council Member Hilton arrived at 6:30 p.m.

Council Member Poff also questioned as to where the gravel pit money is located in the budget. Council Member Poore mentioned that it is located in the recreation fund. Council Member Poore asked about putting money away for the purchase of an electronic announcement board and recommended that we put money away to save for that. Council Member Casas said that we have not touched the emergency preparedness budget nor has there been much discussion for it this year. The tent for Country Fair Days could be used for a variety of things. The tents intended use is to be multi-use, and will be rented for Country Fair Days. As to the electronic sign, the emergency preparedness budget has been cut in half. There is some money left over from this year. Council Member Poore wants to start saving for an electronic sign. The tentative budget will be available for review upon approval for the May 12<sup>th</sup> City Council meeting. Council Member Poff committed to making Country Fair Days a self-sustaining event outside of the staff time. He disagrees and does not like the idea of having City staff participate in the City activity. He thought the City purchasing the tent would offset some of the costs for putting on the event. Fire Chief Graydon said that there needs some attention toward the emergency plan for Country Fair Days. Council Member Hilton asked about the bullet points of concerns. Duncan reiterated those. Council Member Casas asked, are we going to talk about the enterprise funds before June? Mark expressed that they were discussed in the committees. Tipping fees for residential sanitation will not going up at all Council Member Hilton expressed. The fee for Central Weber Sewer is going up 7.6% and will act as a pass through fee to residents. Council Member Poff asked, if the Council could he get a hard copy of the tentative budget by Friday?

### **Capital Projects for fiscal year 2015-2016, including a vehicle replacement plan for Fire Vehicles**

Mark identified a couple of items and prioritized them. He explained that capital projects are funded largely by sales tax. He went on to explain what happens when sales tax goes down

because the general fund takes in the majority of the costs. It is the recommended way to fund capital projects in this way per Mark McRae. He recommends avoiding the transfers from one fund to the other so that the budget looks cleaner. The allocation of sales tax goes to the general fund and to the capital funds. Council Member Poff feels that this method does not paint a clear picture of what is in the capital projects fund. Council Member Poff would like to see a breakdown of sales tax for next council meeting.

Duncan proposed looking at the proposed projects for next year. Mark McRae spoke to put away some money for:

- A new City Hall
- An administrative vehicle
- To restrict the fund balance for a new fire engine
- The purchase of lot #71 at Canyon Meadows park
- A big toy at Central Park and Cedar loop
- To fund for a Parks Master Plan
- A baseball field at Canyon Meadows Park; and
- A large tent for Country Fair Days.

Council Member Poff said if we are spending that much money for the park master plan, then we should take it off the list. Council Member Casas agreed. Council Member Casas thinks the council is in agreement to reduce Canyon Meadows Park by “vast” amounts. The parks master plan includes trail planning. The plan would include purchasing easements and cost of infrastructure. Council Member Poff would like to rename this item. Recreation and Park impact fees can be used for the Canyon Meadows baseball field. The \$200,000.00 will hopefully finish the field for this price. The cost of the big tent was \$14,000.00. Mark also pointed out that \$10,000 has been allocated to do the Harper Way detention basin. It will be paid out of the storm drain budget. The Cottonwood Cove sewer collector system repair/upgrade will cost \$313,000.00 due to the need to run a second parallel line. This repair is coming from impact fees due to the growth in the area. There is \$944,000.00 total in the sewer fund balance. Duncan explained the new rate change for sewer to the council. Council Member Poff thought that we would be putting aside \$85-89,000.00 for fire vehicles. Council Member Poff says that he doesn’t see why an administrative vehicle is more important than a fire vehicle. Council Member Casas spoke to the administration vehicle and believes it has a utility that serves a far greater purpose than a fire vehicle.

Fire Vehicle replacement plan. Mark McRae explained that the account 45-12425 has \$50,554.00. Chief Graydon expressed that American Express has a program for volunteer firefighters that has a return of \$500.00 a year. That money should be in this account. What is the 2015 contribution supposed to be? The budget says \$75,000.00 but that now it shows \$50,000.00. Council Member Poff commented that if we are not willing to commit to the Zions bank study plan, then we need to put another amount set aside. Council Member Casas said that \$75,000.00 is what is in the budget currently. He spoke to keep the commitment that left over money would go to the Vehicle Replacement Plan for this fiscal year. Duncan suggested it be better to have a specific number rather than a left over random number. Council Member Poff would like the final decision to be via resolution. Council Member Casas proposes to fund the Vehicle Replacement Plan at \$85,000 with next year and for the upcoming years. Chief Graydon expressed his frustration of the lack of commitment on behalf of the council to the Fire

Department. Frank Patrick expressed that he fixed the fire truck on his own versus outsourcing the service. Fire Chief Graydon expressed that at some point the Vehicle Replacement Plan has to be executed. Tom was tasked to prepare a resolution for a fire Vehicle Replacement Plan.

**Information to be included in the official fiscal year 2015-2016 Budget Document**

Paul Laprevote spoke on having a proposed tentative budget ready for Friday and then approval on May 12<sup>th</sup>, 2015. The budget will have three parts: 1) A cover sheet/executive summary; 2) a narrative of each fund; and 3) a consolidated fee schedule to explain where revenues come from, and an explanation, in simplicity, of what the budget is saying. Council Member Poff would like bullet points in the budget summary; items such as pay increases, Cost Of Living Adjustment (COLA) packages, park additions, etc. so that citizens can see where money is getting spent.

**Council Member Poff made a motion to go out of the Special City Council meeting and moved to go into a closed session meeting concerning the character or fitness of an individual(s) at 8:15 p.m. Council Member Hilton seconded the motion. Council Members Hilton, Casas, Poff, and Poore voted yes. The motion carried.**

**\*\*\*CLOSED SESSION\*\*\***

**Closed Session commenced at 8:15 p.m.**

**Council Member Poff excused himself at 8:35 p.m.**

**Council Member Poore made a motion to close the closed session council meeting. Council Member Hilton seconded the motion. Council Members Casas, Hilton, and Poore voted yes. The motion carried**

**Closed Session ended at 8:55 p.m.**

**Council Member Poore made a motion to go back into the Special meeting. Council Member Hilton seconded the motion. Council Members Hilton, Poore, and Casas voted yes. The motion carried.**

**ADJOURNED:** Council Member Casas moved to adjourn the Special City Council meeting at 8:57 p.m. Council Member Hilton seconded the motion. Council Members Casas, Poore, and Hilton voted yes. The motion carried.

**APPROVED:** \_\_\_\_\_ Date  
Mayor: Tammy Long

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**Transcriber: Tom Smith**

**Attest:** 

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**City Recorder: Tom Smith**