
Minutes
Electronic Meeting
Washington City Council Special Meeting
April 14, 2020

Present: Mayor Kenneth Neilson, Council Members Daniel Cluff, Craig Coats, Kurt Ivie, Kress Staheli, Doug Ward, City Manager Roger Carter, IS Director Steve Whittiekiend, City Recorder Danice Bulloch, Deputy Recorder Tara Pentz, Human Resource Director Ruth Holyoak, Police Chief Jason William, Economic Development Director Matt Loo, Public Works Director Mike Shaw, Leisure Services Director Barry Blake, Fire Chief Matt Evans, City Attorney Jeff Starkey, Power Director Rick Hansen, City Treasurer Kerry Wheelwright, Finance Supervisor Brian Brown

Meeting commenced at 4:02 P.M.

1. Approval of the Agenda.

Council Member Coats made a motion to approve the agenda. Council Member Ivie seconded the motion; which passed unanimously.

2. Discussion and review of the 2020/2021 Fiscal Budget. City Manager Roger Carter

City Manager Roger Carter reviewed the 2020/2021 Fiscal Budget PowerPoint Presentation with Council.

City Manager Carter noted the State Legislature is indicating they may allow municipalities to hold more than the previously allowed 25% of fund balance. If this is the case, he would recommend holding the excess monies in our fund balance.

Council Member Coats asked if the 5% increase in benefits is common.

City Manager Carter explained some years the increase is slightly higher or lower. However, with the rebates given by PEHP and ULGT, we have been able to nearly offset the majority of the costs.

Human Resource Director Ruth Holyoak explained the safety rebate with Council. If Washington City is able to keep the claims down, the rebate is higher. It is the same as with PEHP, based upon the utilization of our insurance, it determines our rebates. These costs cannot

be predetermined.

City Manager Carter continued his powerpoint review.

Council Member Ivie noted he wants to make sure the Washington City Employees are appreciated and being taken care of, especially during these difficult times.

Council Member Staheli asked who was included on the budget team.

City Manager Carter stated the team consisted of himself as the City Manager, Human Resources, Finance Department, and all of the Department Heads.

Council Member Coats asked for detailed explanation of personnel positions.

City Manager Carter reviewed each position being requested, and what those specific job requirements entail.

Council Member Staheli asked if we would get a better benefit to the Aquatics Department if we considered contracting the Aquatics Maintenance rather than hiring a full time employee.

Leisure Services Director Blake explained the proposed employee would be for full maintenance of the Aquatics, including the pumps and everything.

Council Member Coats asked for further explanation on the park's employee requests.

Leisure Services Director Blake stated they would be for Parks Maintenance Level One. We have added several parks, and have not increased the number of employees. Many of the parks have fallen behind in maintenance.

City Manager Carter stated he would get more detailed information out to the Council on each of the employees being requested.

Council Member Staheli asked for clarification on the Power GIS position.

City Manager Carter explained the position is based on a Power Journeyman qualification.

Human Resource Director Holyoak explained we have a Journeyman Lineman who would need to fill this position.

Power Director Hansen stated the intent is to have a Journeyman Lineman who can then do the GIS portion of this position. Therefore, we are not having to have two separate people every time something needs to be done on GIS, as a Lineman would be required to be there.

Council discussed the requested positions in the upcoming budget.

City Manager Carter noted it is at the discretion of the Council to determine if or when new hires take place. Council can also consider new employment at a later date in a budget opening.

Council Member Staheli stated he does not prefer to use Fund Balance to pay for employees. He would rather use revenue to pay for the employment outside of the essential need for parks employees. We have increased our number of parks significantly without any new employment.

Council Member Coats asked how the new hires would be funded if the Fund Balance is not used.

City Manager Carter stated there is no funding outside of the Fund Balance for new employees.

Council Member Coats noted he feels streets employees are as essential as park employees. There are many new streets in Washington City, which have to be maintained.

Council Member Ivie reviewed the CARES Act, which was recently approved, and how it would affect municipalities.

City Manager Carter continued his PowerPoint review with the Council.

Council Member Ivie asked what is anticipated for the current Cottondays Funds.

City Manager Carter explained typically those funds would be absorbed back into the General Fund.

Council Member Staheli stated he appreciates all of the work, which has been done on the budget. However, he is concerned about funding additional positions with all of the unrest in the private sector. It will be difficult for him to be in favor of pulling money from Fund Balance to fund additional employment. In addition, he would like to have more of a discussion on Operating Expenses, and Capital Projects before considering tentative budget approval in May.

City Manager Carter stated he would have no issues bringing more information to Council. He did want to present the current anticipated revenues initially.

Council Member Coats asked if Staff has anticipated a shortfall in the Community Center Budget.

City Manager Carter stated they do anticipate a decrease in revenue at the Community Center. It has been taken into account, and there will most likely be a budget adjustment brought to Council.

Council Member Cluff stated there is a lot of uncertainty at this time. He would like to see where the employees have been displaced, and allow a stabilization period to happen before considering more employee hires.

City Manager Carter noted if this is the position of Council, he as well as Department Heads are completely comfortable with the decision. In addition, the displaced part time employees at the Community Center will hopefully be back to work in their regular positions soon.

Council Member Cluff stated he would like to have a form of celebration in lieu of Cotton Days.

Council Member Ivie agreed he feels it would be a great opportunity for our community.

City Manager Carter noted budget material will be delivered to Council at the later part of this week for review in preparation for the upcoming meetings. A tentative budget must be approved by May 13th. Council can have as many meetings as needed to get comfortable with the budget.

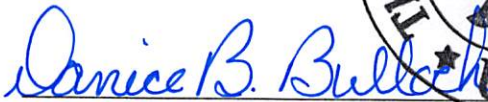
3. Adjournment

Council Member Cluff made a motion to adjourn the meeting. Council Member Coats seconded the motion; which passed unanimously.

Meeting adjourned at 5:43 P.M.

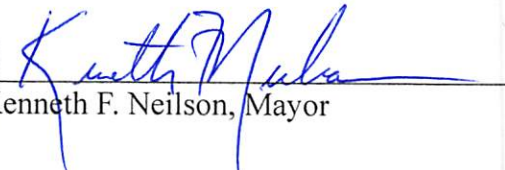
Passed and approved on the 22nd day of April, 2020.

Attest by:


Danice B. Bulloch, MMC
City Recorder



Washington City


Kenneth F. Neilson, Mayor