



PROVO MUNICIPAL COUNCIL

Budget Retreat

12:00 PM, Tuesday, May 12, 2020

Electronic meeting: <https://www.youtube.com/user/provocitycouncil>

This meeting will be conducted entirely via electronic means. Due to the risks of public gatherings associated with the spread of COVID-19, Governor Gary Herbert has waived the anchor location and other requirements for public meetings/noticing, as outlined in Executive Order 2020-05. The meeting will be available to the public for live broadcast and on-demand viewing at: <https://www.youtube.com/user/provocitycouncil>. If you do not have access to the Internet, you can join via telephone following the instructions below.

For more information regarding the City Community Safety Plan for COVID-19 and related City facility closures, please visit: <https://www.provo.org/city-services/covid19>

To listen to the meeting by phone: May 12 Budget Retreat: Dial 346-248-7799. Enter Meeting ID 869-0192-9377 and press #. When asked for a participant ID, press #.

Agenda

Roll Call

Prayer

Business

1. A presentation on the FY 20-21, an overview of the budget and the rationale behind decisions and fund balances. (20-008)
2. A presentation on the projected revenues for the FY 20-21. (20-008)
3. A presentation on General Fund Expenditures. (20-008)
4. A presentation on Non-General Fund expenditures. (20-008)
5. A presentation on Supplemental Request by various departments. (20-008)
6. A presentation on Personnel and the number of Full Time Equivalent (FTE) positions the city is funding for FY 20-21. (20-008)
7. A presentation on Budget Intent Statements, particularly budget carryovers, including renewable energy goal and alternate fuel vehicle replacements. (20-008)

Adjournment

If you have a comment regarding items on the agenda, please contact Councilors at council@provo.org or using their contact information listed at: <http://provo.org/government/city-council/meet-the-council>

Materials and Agenda: agendas.provo.org

Council meetings are broadcast live and available later on demand at youtube.com/user/ProvoCityCouncil

To send comments to the Council or weigh in on current issues, visit OpenCityHall.provo.org.

The next scheduled Council Meeting will be held on 5/19/2020 at 5:30 PM. The meeting will be streamed on YouTube, unless otherwise noticed. The Work Meeting start time is to be determined (typically between 12:00 and 4:00 PM) and will be noticed at least 24 hours prior to the meeting.

Notice of Compliance with the Americans with Disabilities Act (ADA)

In compliance with the ADA, individuals needing special accommodations (including auxiliary communicative aides and services) during this meeting are invited to notify the Provo Council Office at 351 W. Center, Provo, Utah 84601, phone: (801) 852-6120 or email evanderwerken@provo.org at least three working days prior to the meeting. Council meetings are broadcast live and available for on demand viewing at youtube.com/user/ProvoCityCouncil. Closed-captioning is available on YouTube.

Notice of Telephonic Communications

One or more Council members may participate by telephone or Internet communication in this meeting. Telephone or Internet communications will be amplified as needed so all Council members and others attending the meeting will be able to hear the person(s) participating electronically as well as those participating in person. The meeting will be conducted using the same procedures applicable to regular Municipal Council meetings.

Notice of Compliance with Public Noticing Regulations

Pursuant to Executive Order 2020-05, certain requirements of Utah Code 52-4-202 and 52-4-207 have been waived. There will be no anchor location for this meeting; it will be conducted exclusively using online means and will be available to view on YouTube at youtube.com/user/ProvoCityCouncil. This meeting was noticed in compliance with Executive Order 2020-05, which supersedes some requirements listed in Utah Code 52-4-202 and Provo City Code 14.02.010. Agendas and minutes are accessible through the Provo City website at agendas.provo.org. Council meeting agendas are available through the Utah Public Meeting Notice website at utah.gov/pmnm, which also offers email subscriptions to notices.

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date: 05-12-2020

SUBJECT: A presentation on the FY 20-21, an overview of the budget and the rationale behind decisions and fund balances. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. Due to the unforeseen economic situation in which the city finds itself the Administration is proposing to use part of the General Fund Reserve to balance the FY 20-21 budget. The administration made surgical cuts to the budget and departments with the goal of preserving full time employees.

FISCAL IMPACT:

PRESENTER'S NAME: John Borget, Director of Administrative Services

REQUESTED DURATION OF PRESENTATION: 60 minutes.

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date: 05-12-2020

SUBJECT: A presentation on the projected revenues for the FY 20-21. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. Due to the current economic conditions projected revenues for FY 20-21 are expected to fall from the previous year, especially in sales tax revenue and utility sales.

FISCAL IMPACT:

PRESENTER'S NAME: John Magness, Policy Analyst

REQUESTED DURATION OF PRESENTATION: 30

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date: 05-12-2020

SUBJECT: A presentation on General Fund Expenditures. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. Since the revenue projections are down FY 20-21 budget shows that the General Fund expenditures are higher than revenues.

FISCAL IMPACT:

PRESENTER'S NAME: Cliff Strachan, Executive Director of Council

REQUESTED DURATION OF PRESENTATION: 30 minutes.

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date:

SUBJECT: A presentation on Non-General Fund expenditures. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. Non-General Fund expenditures fore FY 20-21 like the rest of the city are being affected by the unforeseen economic conditions while there are increases these are primarily due to the Airport and Wastewater Treatment Plant improvement projects currently underway.

FISCAL IMPACT:

PRESENTER'S NAME: Hannah Salzl, Policy Analyst

REQUESTED DURATION OF PRESENTATION: 30 minutes.

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date: 05-12-2020

SUBJECT: A presentation on Supplemental Request by various departments. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. Only three Supplemental Request were granted this year due to an anticipated decrease in revenues. The council will be given the entire list of Supplemental Request to see if there are any the Council feels need to be granted.

FISCAL IMPACT:

PRESENTER'S NAME: David Mortensen, Controller

REQUESTED DURATION OF PRESENTATION: 30 minutes.

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date: 05-12-2020

SUBJECT: A presentation on Personnel and the number of Full Time Equivalent (FTE) positions the city is funding for FY 20-21. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. The General Fund will have an increase of 3.3 FTE's even though General Fund Revenues are down, and expenditures exceed revenue. Non-General Fund FTE's are decreasing by 5.8, there will be a discussion on how that will affect the department who are losing FTE's.

FISCAL IMPACT:

PRESENTER'S NAME: John Magness, Policy Analyst

REQUESTED DURATION OF PRESENTATION: 30 minutes.

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008

PROVO MUNICIPAL COUNCIL STAFF REPORT



Submitter: JMAGNESS
Department: Council
Requested Meeting Date: 05-12-2020

SUBJECT: A presentation on Budget Intent Statements, particularly budget carryovers, including renewable energy goal and alternate fuel vehicle replacements. (20-008)

RECOMMENDATION: Presentation and discussion.

BACKGROUND: As part of the budget process this is the Council's first review of the Administration's proposed budget for the FY 2020-20221. The FY 2020 budget was received on May 5, and the Council expects to adopt a final budget on June 16. There needs to be a discussion on policy concerning budget carryovers. The Council needs to make a Intent statement regarding the change in policy. In addition, this past year the Council has passed two budget policy statements, one concerning the renewable energy. Second, alternate fuel vehicles for fleet replacement.

FISCAL IMPACT:

PRESENTER'S NAME: Clioiff Strachan, Executive Director of Council

REQUESTED DURATION OF PRESENTATION: 30 minutes.

COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:

CITYVIEW OR ISSUE FILE NUMBER: 20-008
20-008