



MINUTES
Springville City Council Budget Planning Meeting - APRIL 28, 2020

Notice was given of an all-electronic meeting to minimize the potential spread of COVID-19, and as authorized by Utah Governor Gary Herbert's Executive Order #2020-05, the Springville City Council conducted an all-electronic Budget Planning Meeting beginning at 4:00 p.m. on Tuesday, April 28, 2020. There was no public access to the Springville City Council chambers. Those desiring to join the meeting did so electronically.

MINUTES OF THE BUDGET PLANNING MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, APRIL 28, 2020 AT 12:30 P.M. ELECTRONICALLY

Presiding and Conducting: Mayor Richard J. Child

Elected Officials in Attendance Electronically:

Liz Crandall
Craig Jensen
Patrick Monney
Matt Packard
Mike Snelson

City Staff in Attendance Electronically: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director, City Recorder Kim Crane, Operations Manager Rod Oldroyd, Building and Grounds Director Bradley Neel, Public Safety Director Craig Martinez, Recreation Director Corey Merideth, Community Development Director Josh Yost, Public Works Director Brad Stapley, and Library Director Dan Mickelson.

CALL TO ORDER

Mayor Child welcomed everyone and called the Budget Planning meeting to order at 4:00 PM.

COUNCIL BUSINESS

1) Welcome - Troy Fitzgerald, City Administrator

City Administrator Fitzgerald welcomed all in attendance. He reviewed the recent information from Utah Governor Gary Herbert regarding the COVID19 restrictions. He provided information on the preparation of the FY2021 budget with all of the uncertainty because of the virus. An overview was given of the guidelines for opening up to the public. It was expected the Governor would be issuing an order in the next few days regarding public guidelines. Social distancing guidelines will be in place with restrictions of numbers in groups. Masks will likely be required for some time. Returning to normal anytime soon was not likely. Symptom checking will be required of the public and employees. It was unclear what would be required. Under the orange risk, guidelines it requires gyms and fitness centers to stay closed and varies widely by city, some cities are opening pools and recreation centers with restrictions, while others are not opening.

Administrator Fitzgerald asked the council to weigh in on when they want to open and how in regards to Bartholomew Park, Civic Center, Library, Museum, and CRC. A discussion was raised about who would enforce social distancing and the interpretation of strict or permissive.

Administrator Fitzgerald explained the supply of PPE (Personal Protective Equipment) would need to be discussed and how much. He expressed some part-time employees are making more on unemployment than working and asked would they come back. Opening up facilities would involve more training and requirements for cleaning

Councilmember Monney commented staff would need to look at closing parks when they are full to help with social distancing. He expressed it would be very difficult to make sure everything is cleaned and sanitized anytime items are touched.

Administrator Fitzgerald reported opening the library would involve rearranging the furniture for social distancing and may take up to a week to gear up for the opening. The regulations could be a nightmare to navigate.

Councilmember Packard expressed it could be a day to day decision for the Mayor and City Administrator regarding operations. He observed it may be living the spirit of the order and not the letter.

Administrator Fitzgerald remarked in some areas we could rely on the citizens to help and make them aware of what is required.

Councilmember Snelson suggested putting information together for the public regarding what the city is doing.

2) Budget Foundation/Utah Leads Together v2.0 - Troy Fitzgerald, City Administrator

Administrator Fitzgerald explained there were no dollars in the budget for PPE, disinfectant, signs, to follow the guidelines, in part because of the requirements for the CARES Act, however, the city needs to have items budgeted in order to spend the funds. A review of the economic phased timeline from urgent, to stabilization and recovery, could go into 2022.

Administrator Fitzgerald stated some challenges with the budget are if the city opens the CRC sooner, they will need to cut more from the budget. Several facility budgets have been trimmed, and services would need to be cut because of increased expenses.

Councilmember Packard asked what would happen if the CRC did not open, because of the cost. Administrator Fitzgerald remarked staff will need to come up with some innovative ways to approach reopening.

Director Riddle commented according to the Governors guidelines it was recommended to keep gyms and fitness centers closed. It doesn't make sense to open up with the expense required. However, most other cities are going to open.

Mayor Child asked about the CRC season passes. Administrator Fitzgerald explained the passes were being honored by extending them at the end.

Mayor Child expressed it would be difficult to stay closed, with pressure from other cities being open.

Administrator Fitzgerald commented staff was looking at the economics of the situation, with the trepidation of do we keep the CRC open or layoff, police officers.

Councilmember Snelson expressed the need to inform citizens as to why the decisions were being made.

Administrator Fitzgerald reported they would keep an eye on sales tax revenues, and economics of the situation.

3) Budget Summary Sheet - Troy Fitzgerald, City Administrator

Administrator Fitzgerald provided information on the budget forecast with sales tax down 7%, development down 20%, the CRC, and Programming down 25%. In reviewing the budget summary total revenues were down overall by 4.5% or about \$1.5 million in the budget.

4) Revenues - Troy Fitzgerald, City Administrator

Administrator Fitzgerald reviewed the projected revenues and shortfalls of the budget.

5) Reserves - Bruce Riddle, Assistant City Administrator/Finance Director

Director Riddle provided an overview of the cash reserve status. He explained existing capital projects are in process and are included in the reserves, breaks or stops can be put into place if the city is in dire need, currently, the budget does dip into the reserves a small amount.

Councilmember Snelson asked about the philosophy of keeping the golf course in the enterprise fund rather than the general fund. Director Riddle explained the golf course was a money-making entity. Councilmember Snelson asked if it would be easier to fund repairs and needs at the golf course using the general fund. Director Riddle expressed to have it be self-sustaining, it would need to operate as a business. Administrator Fitzgerald expounded if the golf course is making money the funds can be kept for its own benefit.

6) Wages and Benefits - Troy Fitzgerald, City Administrator

Administrator Fitzgerald explained currently there were no raises budgeted, the only benefit going up was medical insurance by approximately 7%, with some negotiating to bring the cost down, and it would be covered in the budget.

Administrator Fitzgerald reported on Public Safety Pensions. In 2011 the Utah pension program was in trouble and created a second tier. Last year they discovered an inequality in the public safety tier. They fixed it by having the employee pay for it and decreasing their pay. The budget proposes that the City pays all of the changes. Currently, the city pays for all pensions for all Tier I and Tier II pensions except the 2.27%, the cost would be significant of approximately \$50,000.

7) Fees

Administrator Fitzgerald reported there were no fee changes. He provided information on fees needing to be increased because of general operations.

Councilmember Jensen commented the yard waste recycling area does need some help, they are very busy and receiving a lot of green waste.

Mayor Child commented on the need to explore the fee for green waste so that it is not dumped on the side of the road because they don't want to pay the fee.

Councilmember Jensen asked what the status was on the Fire Department. Administrator Fitzgerald stated the money was in the budget to build out the fire station. Part of the issue was impact fees and they need to be updated. Zions is working on the plan and the city was waiting for the study to be completed.

Councilmember Packard asked about enterprise funds being down, such as electrical and water. Administrator Fitzgerald explained they looked at the models and forced them down 5% in most revenue classifications, assuming there would be economic challenges over the first part of the fiscal year. Currently, Power was up 2.6% and next month it may be relaxed.

Councilmember Packard asked about having tripwires in the budget. Administrator Fitzgerald explained safeguards have been incorporated into the budget.

Councilmember Snelson asked about the budget being the same as it was previously for fireworks and the float. Administrator Fitzgerald reported the expenses for Art City Days were for FY2021 and is for Art City Days next year.

Councilmember Monney expressed he would like to have something in the budget for a celebration in September and the council could look at it later. Administrator Fitzgerald said they would review it and see what may be in other events.

Councilmember Packard asked about possible purchases of capital items. Administrator Fitzgerald conveyed if it made sense to purchase a piece of equipment and the dollars were there to go ahead with the purchase or if a property becomes available to hold for the future.

Administrator Fitzgerald reported on the safeguards put into place in the budget.

Mayor Child expressed his appreciation with staff and commented they have done well with the circumstances.

Councilmember Packard agreed staff has done the best with the information available.

Administrator Fitzgerald reported staff was working to maintain the city service level. He stated unless there were more questions tomorrow's budget meeting could be canceled.

Council was in agreement to cancel tomorrow's budget meeting.

ADJOURNMENT

COUNCILMEMBER SNELSON MOVED TO ADJOURN THE BUDGET PLANNING MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:12 P.M.

COUNCILMEMBER MONNEY SECONDED THE MOTION, ALL VOTED AYE.

This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, April 28, 2020.

I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday, April 28, 2020.

DATE APPROVED: May 19, 2020



Kim Crane, CMC
City Recorder