

PAYSON CITY
CITY COUNCIL WORK SESSION
Payson City Center, 439 W Utah Avenue, Payson UT 84651
Wednesday, March 31, 2021

CONDUCTING William R. Wright, Mayor

ELECTED OFFICIALS Brett Christensen, Linda Carter, Taresa Hiatt, Brian Hulet, Bob Provstgaard, William R. Wright

STAFF PRESENT David Tuckett, City Manager
Cathy Jensen, Finance Director
Kim E. Holindrake, City Recorder
Jason Sant, City Attorney
Melanie Marsh, HR Director
Travis Jockumsen, Public Works Director/City Engineer
Scott Spencer, Fire Chief
Tracy Zobell, Parks & Golf Director
Karl Teemant, Recreation Director

MOTION: Councilmember Christensen – To appoint Councilmember Hulet as Mayor Pro Tem. Motion seconded by Councilmember Carter. Those voting yes: Linda Carter, Brett Christensen, Taresa Hiatt, Brian Hulet, Bob Provstgaard. The motion carried.

A. CALL TO ORDER & PRAYER

This work session of the City Council of Payson City, Utah, was called to order at 6:05 p.m. The meeting was properly noticed.

B. WORK SESSION

1. Fiscal Year 2021-2022 Budget

Dave Tuckett stated staff will review some of the budget items and additional work sessions can be scheduled. The tentative budget needs to be approved by May 5 and the final budget in June. If the Council decides to hold a Truth in Taxation hearing, which the County has been notified as a place holder; the final budget would be adopted in August. There is time for discussion and adjustments to the proposed budget. The proposed budget is balanced. Staff will review the funded and unfunded items, and the Council can discuss if there are items that are more important to fund.

- Insurance Renewal
 - General liability increased \$5,632.
 - Workers Compensation increased \$29,367. This is based on a three-year average and there were a couple larger accidents.
 - Employee Health approximately 3% increase.

- Budget Highlights
 - Added market adjustments to individual wages to keep wages competitive. Increased PT starting wages. The goal is to get position to the midpoint.
 - Gave department heads what they requested in operational budgets.
 - Worked to distribute capital projects and equipment amongst departments.
 - Developed a new philosophy concerning new vehicle turn over.
- Capital Projects and Equipment - Requested and Funded (✓).

2022 Request Description		\$ Funding Request	Funding Source
Admin	City offices Ford fusion (L64) (replace with Ford fusion) 1050	\$27,500	✓ Revolving Loan
Admin	City offices Ford fusion (L65) (Replace with new Ford Fusion) 10	\$27,500	✓ Revolving Loan
B&C	Current Lease 2020 Cat Financial Motor Grader	27,132	✓ Current Lease
B&C	Slurry Seal	150,000	✓ B&C
Cemetery	Cemetery Ford F350 plow truck (replace with F550) 1038	\$75,000	✓ Revolving Loan
Cemetery	Irrigation controller replacement	18,000	✓ General Fund
Cemetery	Backhoe/Loader	10,000	✓ General Fund Current Lease
Development Serv	Houston Traffic Counter	6,000	✓ General Fund
Facilities	facilities Maintenance 2007 Chevy 2500 (Replace with 3/4 ton)	\$40,000	✓ Revolving Loan
Facilities	2nd Half of Roof Repair	85,000	✓ General Fund
Facilities	Library Building Letters	3,000	✓ General fund
Facilities	facilities Maintenance Ford F150 (I73) (replace with F150) 1052	\$37,000	✓ Revolving Loan
fire	Brush Truck	70,000	✓ From Wildland fire revenue of \$55,000
fire	SCBA Gear	45,600	✓ Current Revolving Loan
fire	SUV lease	8,600	✓ Current Ford Explorer 2019 Lease
fire	Utility Truck Lease	16,722	✓ General fund
fire	Water Tender	429,278	✓ Carryover from previous Year
Golf	Golf Ford F150 (replace with new F150 1034	\$40,000	✓ Revolving Loan
Golf	Utility Sprayer	45,493	✓ Golf fees
Golf	RV Park Improvements pavilion, fencing and paths	15,000	✓ Golf fees
Golf	Golf Cart Concrete Wash Area	8,000	✓ Golf fees
Golf	Golf Cart Sell and Replace Program	60,000	✓ Golf fees
Golf	Cement paths/staging area	5,000	✓ Golf fees
Landfill	Land Fill F350 (replace with new F350) 1039	\$48,000	✓ Revolving Loan
Landfill	Land Fill F150 (replace with new F150) 529	\$40,000	✓ Revolving Loan
Parks	Parks Ford F150 (L51 revolving) replace with new F150 620	\$38,000	✓ Revolving Loan
Parks	Parks 2007 Chevy single cab replace with new F350 single cab)	\$40,000	✓ Revolving Loan
Parks	Bobcat Sweeper	5,000	✓ General Fund
Police	Dash Cameras/Body Cams/Storage	51,500	✓ General Fund 5-Year term lease \$257,340
Police	Radar Replacement	25,000	✓ General Fund
Power	Power Ford F150 (already ordered F150 replacement) 331	\$40,000	✓ Revolving Loan
Power	Power Ford F350 single cab to sell off as surplus 303	\$8,000	✓ Revolving Loan
Power	Bucket Truck	306,667	✓ Power Fees
Power	Wire Puller	65,000	✓ Power Fees
Power	Property for substation	200,000	✓ Power Fees

Power	Strawberry Line Pmt SESD buy-out Reserve funds	600,000	✓	Power Fees
Power	Upgrade 800 S 680 west secondary rebuild	25,000	✓	Power Fees
Power	Sunny Hill circle rebuild underground	30,000	✓	Power Fees
Power	New Distrib Circuit 8Th South	50,000	✓	Power Fees
Power	Re Conductor Line 300 South	30,000	✓	Power Fees
Power	Re-build Engine #2 ECP 3 and F	50,000	✓	Power Fees
Recreation	Rec. Ford F150 (I82) replace with new F150 254	\$35,500	✓	Revolving Loan
Recreation	Rec. Ford ranger replace with new F550 253	\$36,000	✓	Revolving Loan
Recreation	Snow Grooming Equipment for Forebay	7,630	✓	Revolving Loan/General
Recreation	UTV Snow Tracks for Forebay	4,769	✓	Revolving Loan/General
Recreation	Kawasaki Mule ballpark/grooming	16,963	✓	\$10,000 Recreation Grant-partially funded
Recreation	Hillman Field Completion		✓	General fund
Recreation	Hancock Trail	300,000	✓	From Park Tax And/or UORG Grant for \$1
Sewer	Power Ford F150 (already ordered F150 replacement) 330	\$40,000	✓	Revolving Loan
Sewer	Sewer Ford F150 (replace with new F150) 4425	\$40,000	✓	Revolving Loan
Sewer	Sewer Ford F350 (Replace with new 3/4 ton) 4424	\$45,000	✓	Revolving Loan
Sewer	CUP Spanish Fork-Santaquin Line July 15 2020	15,000	✓	Existing obligation
Sewer	Upgrade Plant-Federal and State Mandate-Reserve Fund	300,000	✓	Sewer Fees
Sewer	Upgrade SCADA, Polymer, and Sewer rat manhole evaluation	360,000	✓	Sewer Fees
Sewer	Main Street Project-Legislature Funded	547,000	✓	Legislative Grant Funding-pending
Solid Waste	(2) Garbage Trucks	106,100	✓	Current Lease
Solid Waste	2019 Shredder for Landfill-Caterpillar (\$725,500)	148,718	✓	Current Lease
Solid Waste	2020 Dozer Cat-Landfill (\$313,100) (Tractor)	45,528	✓	Current Lease
Solid Waste	Upgrade Scales	50,000	✓	
Solid Waste	Fencing for Landfill	60,000	✓	
Storm	Main Street Project-Legislature Funded	271,500	✓	Legislative Grant Funding-pending
Storm Drain	Vactor Truck	100,000	✓	
Storm Drain	100 S 1100 E-remedy vegetative growth on the basin	50,000	✓	
Storm Drain	Update Rate Study	15,000	✓	
Storm Drain	Main Street Project-Legislature Funded	271,500	✓	
Storm Drain	CUP Spanish Fork-Santaquin Line July 15 2020	41,800	✓	
Street	Street F350 (I48) (replace with new F350) 546	\$50,000	✓	Revolving Loan
Streets	Backhoe	10,800	✓	Annual
Streets	Safety sidewalk program	50,000	✓	
Streets	Forebay Matching Grant and Funding	340,000	✓	Carryover
Streets	Main Street Project-Legislature Funded	3,424,218	✓	Legislative Grant Funding-pending
Swimming Pool	Pool Gutter and Deck Repair, North leisure pool	50,000	✓	General fund
Water	Water Ford F150 (L75) (Replace with new F150) 423	\$38,000	✓	Revolving Loan
Water	Inspector F-150	2,621	✓	Revolving Loan Existing
Water	Sensus yearly fee	24,873	✓	Water Fees
Water	Update Scba suites in well sites	52,000	✓	Water Fees
Water	Backhoe Lease	10,000	✓	Water Fees-Current Lease
Water	1200 feet of 20" 1300 S Nebo loop	375,000	✓	Impact Fees
Water	Upsize 4300 LF to 12" pipe in 100 S	341,000	✓	Water Fees
Water	CUP Spanish Fork-Santaquin Line July 15 2020	230,750	✓	Water Fees
Water	Replace Broken Valves	75,000	✓	Water Fees
Water	Repair and Replace Fire hydrants	150,000	✓	Water Fees
Water	Main Street Project-Legislature Funded	743,500	✓	Legislative Grant Funding-pending
B&C	Salt Storage Building	30,000		B&C
Cemetery	Cemetery 1 ton dump (replace with new 1 ton diesel dump) 409	\$70,000		Revolving Loan
Cemetery	Grave maintenance vehicle (replace 1992 Kawasaki Mule)	19,000		General Fund
Cemetery	Survey cemetery for gutter and Road re-build	15,000		General Fund

Cemetery	Design and Engineering for building	13,000	General Fund
Cemetery	Fence replacement phase 1 1015' @ \$72.00	73,808	General Fund
Development	Development services Ford F150 (I41) (replace with F150) 621	\$38,000	Revolving Loan
Facilities	Hvac unit for City Center	750,000	General Fund
fire	ATV Fire Pack 2 Skeeter	7,000	General fund
fire	Brush Truck	75,000	General fund
fire	Fire Engine	550,000	General fund
fire	Polaris Side by Side Rescue	25,310	General fund
Golf	Golf 1 ton dump (replace with new F550 dump) 414	\$75,000	Revolving Loan
Golf	Golf service truck replace with new F350 with utility bed) 1032	\$75,000	Revolving Loan
Golf	Fencing and landscape behind #1	8,000	Golf fees
Land	Solid waste Ford F150 (replace with new F150) 542	\$40,000	Revolving Loan
Landfill	Land Fill F350 (replace with new F350) 1039	\$48,000	Revolving Loan
Landfill	Land Fill F350 (replace with new F550) 543	\$50,000	Revolving Loan
Parks Chevy	Parks 2007 Chevy Colorado (replace with F150) 1035	\$35,000	Revolving Loan
Power	Power Ford Ranger replace with F150 1030	\$36,000	Revolving Loan
Power	Electric 1 ton Revolving Loan	16,000	5 Year
Power	F 350 Revolving loan	7,200	5 Year
Power	New truck power department	50,000	5 Year
Power	Service Truck	40,000	Power Fees
Power	1100 west underground (truck route)	40,000	Power Fees
Power	Transmission line West side	550,000	5 Year
Power	Change fuses to Circuit Switcher (Racetrack Sub and downtown	74,000	5 Year
Power	New ECP for engines 3 and 4	80,000	5 Year
Power	Put 1100 west in underground (New truck route)	85,000	5 Year
Power	Take over annexation areas (No.1 priority)	500,000	5 Year
Power	680 west 800 south (rebuild secondary)	25,000	5 Year
Power	Rebuild 3rd south 300 west to 800 west (Kent's Project)	45,000	5 Year
Power	Meter replacement for sensus	250,000	5 Year
Power	300 east 400 north Rebuild Corner pole	20,000	5 Year
Recreation	Fence Current Ballfields	20,000	General fund
Sewer	Sewer extended cab F350 (replace with new F350) 1031	\$60,000	Revolving Loan
Sewer	Camera Truck	260,000	Sewer Fees
Sewer	Backhoe	90,000	Sewer Fees
Sewer	Loader	13,000	Sewer Fees
Sewer	500 West Depot Project Upgrade	300,000	Sewer Fees
Sewer	Sewer Line Projects	400,000	Sewer Fees
Sewer	Sizing Deficiency From 400 N to Utah Avenue	1,350,000	Sewer Fees
Sewer	I-15 Boring to update Sewer Trunk Line East side	1,100,000	Sewer Fees
Sewer	800 S Min to SR 198 repair	950,000	Sewer Fees
Sewer	801 S Min to SR 198 repair Additional Cost	450,000	Sewer Fees
Solid Waste	Collection Truck	250,000	Solid waste Collection
Solid Waste	Trash Compactor	140,000	Solid waste Collection
Solid Waste	waste reduction -rotate track hoe	50,000	Solid waste Collection
Storm Drain	1120 South 1100 West Bridge	187,000	Storm Drain Fees
Storm Drain	Dry Creek Projects	140,000	Storm Drain Fees
Street	Street equipment 10 wheel dump (new 10 wheel dump) 532	\$220,000	Revolving Loan
Streets	800 South Main Street to SR 198 mill and overlay	86,000	General Fund
Swimming Pool	Slide Tower and Steps Repair	44,000	General fund
Vehicle Maintenance	1 ton dump (replace with F550) 534	\$70,000	Revolving Loan
vehicle maintenance	vehicle maintenance Ford F150 (replace with new F150) 63	\$40,000	Revolving Loan
Vehicle Maintenance	vehicle maintenance service truck (replace with F350 and utility	\$80,000	Revolving Loan
Vehicle Maintenance	fuel Tanks for the City	260,000	Revolving Loan

Vehicle Maintenance	Oil Pit	40,000		Revolving Loan
Vehicle Maintenance	Service Truck	80,000		Revolving Loan
Water	Water 1 ton dump (replace with new F550) 415	\$75,000		Revolving Loan
Water	Water camera van (replace with F250 and utility bed) 411	\$60,000		Revolving Loan
Water	Water equipment 3 year lease Backhoe	\$10,800		Revolving Loan
Water	Water F150 Replace with new F150) 419	\$40,000		Revolving Loan
Water	Water service truck (F350 with utility bed) 418	\$70,000		Revolving Loan
Water	Water service truck (F350 and utility bed) 421	\$70,000		Revolving Loan
Water	Additional F-150	40,000		Water Fees
Water	New 2100 Vector Truck	89,682	✓	Water Fees-Current Lease
Water	McClellan Dam-Alternative Funding	300,000		Water Fees Possible NCCS
Water	Rebuild Well 5 Motor and reset shaft	125,000		Water Fees
Water	Upsize 4300 LF to 12" pipe in 100 S	134,000	✓	Impact Fees
Water	Replace Main waterline from SR 198	1,000,000		Water Fees
Water	Springlake Pumphouse Rebuild	700,000		Water Fees
Water	Filter buildings McMullin, Peteetneet, Canyon	800,000		Water Fees
Water	Land for new Water building	225,000		Water Fees
CDBG	CDBG Grant 500 South Reconstruct	153,594	✓	CDBG Grant
Storm Drain-CDBG	500 South CDBG project	200,000	✓	Goes with CDBG Grant
B&C -CDBG	CDBG Grant 500 South Reconstruct	383,000		Goes with CDBG Grant
Water-CDBG	Road grant on 500 s from 100 w to 500 w replace culinary mair	275,000		Goes with CDBG Grant

- Personnel - Requested and Funded (✓).

Department	Status	2022 Request Description	Proposed \$ Request	Calculated Wage	Calculated Benefit	Total Wage + Total W + B	Funded
Planning and Zoning	FT	Administrative Assistant	\$ 37,440	\$ 38,217	\$ 31,400	\$ 69,617	Add 9 hours
Planning and Zoning	FT	Planner I	\$ 42,000	\$ 42,900	\$ 32,600	\$ 75,500	
Planning and Zoning	PT	Planning Intern	\$ 5,000	\$ 5,000	\$ 400	\$ 5,400	✓
Water	FT	Meter Employee/Daily Mainten	\$ 37,440	\$ 38,300	\$ 31,400	\$ 69,700	✓
Water	PT	GIS person	\$ 13,520	\$ 13,520	\$ 1,153	\$ 14,673	
Senior Citizens	PT	Shop Instructor	\$ 5,000	\$ 5,000	\$ 400	\$ 5,400	
Engineering	FT	Senior Engineer	\$ 66,000	\$ 67,300	\$ 38,700	\$ 106,000	
Library	FT	Children's Librarian	\$ 44,886	\$ 45,786	\$ 33,266	\$ 79,052	✓
Fire	FT	Fire Marshal	\$ 80,000	\$ 81,476	\$ 42,235	\$ 123,711	
Parks	PT	Seasonal Help	\$ 12,278	\$ 12,480	\$ 966	\$ 13,446	✓
PCT	PT	Judge Dahlquist					
Power	FT	Assistant Power Manager	\$ 108,000	\$ 109,728	\$ 48,896	\$ 158,624	✓

Discussion Items:

- All the golf carts will be replaced with electric carts. These carts are safer and are warranted for five years. Carts will be replaced every five years. A GPS system can be purchased in the future that tracks each cart's location and speed and doesn't allow a cart to be taken off the golf course.
- Main Street Project. Utah State is providing funding to remove the concrete slabs, replace underground utilities, and replace the road on historic Main Street. Is it possible to close historic Main Street and make it walkable? It would include benches, cobble stone walkways, and water features. The downtown group is involved in discussions.
- Currently, bonding rates are very low, and the City needs to take a hard look at bonding for utilities as well as any other available options. In a couple years, bonding will be needed for sewer. Water will be tough because there isn't much fund balance.
- The City may receive about \$2.2 million from COVID relief funding that can be used for infrastructure.

- Increase pressurized irrigation rates but not the rate structure on meter reading until next year. The pressurized irrigation fund is not covering expenses. Public meetings will be scheduled soon regarding pressurized irrigation meter readings and a rate structure to educate residents. Water conservation needs to be included in the education program This year, residents can watch their meter readings on the sensus meter software to monitor their water usage. This needs to be in place to residents can see their meter readings during the summer months. The current water situation for the state is not good.
- Water Storage. Additional storage ponds are needed, and the Payson Lakes could be dredged.
- The Council would like to see five-year plans from each department. A new city center needs to be in the five-year plan.
- Funding city fuel tanks would save money and provides fuel in an emergency.
- CDBG Projects. Water (\$275,000) and B&C (\$383,000) were not funded. These could be funded from the \$2.2 million from the COVID relief funding.
- Personnel. The Peteetneet is the visitor’s center for Payson and is staffed by volunteers. A part-time person is needed, maybe in a year, at the Peteetneet to fill the gap with the volunteers. Economic Development Director needs. Development Services Department needs. Many, if not all, departments are in need of staff. An additional engineer would save on consultant costs. Development fees need to be reviewed.
- Santaquin is willing to stay with Payson for solid waste services if the rates can be matched from Republic Services. Other entities may catch wind and request similar price reductions. Dump rates should be based on volume for commercial entities.
- Staff will look at a CPI increase for all utilities and the funding that could be generated.
- Staff will look at a Truth in Taxation and the funding it could generate.
- The Council will look at the unfunded items and let staff know of items they feel are important that could be funded.
- The City needs to look at increasing impact fees due to growth and needed projects.
- Suggestion to look at one lobbyist locally in Utah and one in Washington DC.

(Councilmember Christensen excused. (7:45 p.m.)

ADJOURN TO CLOSED SESSION

MOTION: Councilmember Hulet – To adjourn to closed session. Motion seconded by Councilmember Hiatt. A roll call vote was taken as follows and the motion carried.

Yes	-	Linda Carter
Yes	-	Taresa Hiatt
Yes	-	Brian Hulet
Yes	-	Bob Provstgaard

Character, professional competence, or physical or mental health of an individual.

ADJOURN FROM CLOSED SESSION

MOTION: Councilmember Carter – To adjourn from Closed Session. Motion seconded by Councilmember Hiatt. Those voting yes: Linda Carter, Taresa Hiatt, Brian Hulet, Bob Provstgaard. The motion carried.

C. ADJOURNMENT

MOTION: Councilmember Hiatt – To adjourn. Motion seconded by Councilmember Carter. Those voting yes: Linda Carter, Taresa Hiatt, Brian Hulet, Bob Provstgaard. The motion carried.

The meeting adjourned at 8:45 p.m.

Kim E. Holindrake, City Recorder