

SOUTH WEBER CITY COUNCIL WORK MEETING

DATE OF MEETING: 20 May 2008

TIME COMMENCED: 5:10 p.m.

PRESENT: MAYOR: Joseph Gertge
COUNCILMEMBERS: Scott Peterson
Michael Poff
Farrell Poll
CITY MANAGER: Matt Dixon

EXCUSED: COUNCILMEMBERS: David Thomas
Scott Woodbury
CITY RECORDER: Erika Ahlstrom

Visitors: Edd Bridge, Emily Thomas.

CANYON MEADOWS PARK PLAN: Matt said that following the May 13 Council meeting, Edd Bridge put out an RFP, soliciting proposals from 13 firms for the Canyon Meadows Park plan. The deadline was today at 3:00 p.m.. Two proposals were received, and copies were provided to the Mayor and Council. MHTN Architects bid came in at \$12,000. Brent Morris Associates came in at \$17,350. The Council agreed after having this opportunity to see other bids to continue with GSBS. Matt will contact GSBS to start work right away. The purchase order will be ratified at next Tuesday's meeting.

Edd Bridge and Emily Thomas left the meeting at this time.

2008-2009 BUDGET: Matt provided the Council with a draft budget, indicated he has done some further refining since the tentative budget that was adopted last week. He had worked with Treasurer Jami Jones and our financial consultant Tim Reese in finding solutions to balance the budget.

Councilmember Poff brought up the condition of the city parks, suggesting the possibility of setting a standard for the parks. Matt reported that the performance dimensions that Mark Larsen set for his department spells out objectives for the quarter. He explained Mark will work with his staff to empower them and to hold them responsible for their areas. Mark will evaluate the condition of the parks each week. This sets performance measures for the parks staff. Matt said he will provide a copy of what Mark the list for the park evaluation along with the salary guidelines with the budget, and would like the Council to provide input on items that may not be included. The Council discussed that the parks staff should be held accountable for the quality of their work.

Matt indicated the challenge with the tentative budget was a 7% decrease in total revenues. He reported that the financial consultant thought the tentative budget may be too conservative with regard to property taxes; he suggested that the city would be fine with taking the figure to \$240,000. Matt indicated that the first draft reflected a 43% cut in building permit fees, but he has change this to a 29% cut. This is due to the fact that there are approved projects that should be doing some work. The perception is that the market will improve in the next six or eight months.

Matt will address a proposed solution later in this meeting, which relates to the fact that, with regard to the general fund, state law only allows a fund balance of 18% of the next year's estimated revenues. This will result in the necessity to transfer approximately \$254,000 out of general fund balance. The city

traditionally transfers these funds into the capital projects fund, but another option may be necessary this year in order to balance the budget.

Matt explained the 200% increase under Judicial Expenses/Professional & Technical Bailiff is due to the fact that the bailiff the city was using for the past several year was "doing it on the side" for about \$10 an hour. This bailiff had an injury and has not been able to perform this duty for about eight months. The city is not anticipating his return, and all other individuals the city has contacted charge about \$30 an hour. The other option the city is looking at is having an addendum to the Davis County agreement to cover this service.

Matt explained under Administration Expenses/General Government Buildings-City Hall, funds have been budgeted to make improvements required by the ADA.

Matt indicated throughout the budget in there are some salary allocation adjustments to more accurately reflect staffing costs.

The Council inquired about costs for Public Notices. Matt said these fees are accounted for in the developers fees for those that apply to land use applications.

Councilmember Peterson asked if the Salaries under the Fire Department take into account the raise for Chief Graydon. Matt said this includes the raise to \$600 a month. Matt reported Tom Graydon has taken a job at the University of Utah, which will limit the time he will be able to put in. Chief Graydon believes he can still perform the job. Having the second in command take over some of the duties, and possibility providing a salary for this position, was discussed. Mayor Gertge suggested having Tom Graydon and Frank Patrick turn in actual times in service for a couple of months to help the city make a decision on this matter.

Under Building Inspection, a full-time employee salary was added, which accounts for a portion of Clint Olsen's time. This was taken out of Parks. Clint has recently completed building inspection certifications. A portion of Clint's salary is also reflected in Streets. Matt reported that nothing on Mark Larsen's "wish list" is in the budget. Some funding was included for improvements to the City Shop since a residential subdivision is going in around it.

Matt explained the draft budget is still at a \$19,000 deficit; this is without a transfer to the Recreation Fund. He proposes transferring a portion of the General Fund into the Recreation Fund in the process of getting the fund balance under the 18%. The financial consultant agrees this is a good solution. This means that approximately \$139,000 would go into the Capital Improvement fund and \$115,000 would go into the Recreation Fund.

Matt will continue to work on the budget. A public hearing will be held at the Council meeting on Tuesday (May 27).

Mayor Gertge asked if the water rate study will be done in time for the budget. Matt said it will not, but the Council can change the fee schedule when necessary, and the budget can be amended at the end of next fiscal year.

Councilmember Poff inquired if the city raises the water rate, can the sewer rate be decreased some since the sewer fund is healthy.

Councilmember Poll leaves at this time.

475 EAST: Councilmember Poff discussed that the irrigation company has cut up quite a bit of 475 East; he wondered if this can be left as dirt then the city can do one big overlay. Matt said that since the city is scaling back the project, he wonders if the city could just get the waterline part done going from the south end, then wait until spring to do the north end.

OTHER MISC. ITEMS: Mayor Gertge would like the Council to read in the Clearfield City newsletter how that city is approaching code enforcement. Matt indicated the Council will be getting regular reports on code enforcement; this is one of the performance measures of Mark's department.

The Bids for the street overlay projects was provided to the Council. Awarding the bid will be on the May 27 agenda.

Mayor Gertge reported that UTA has informed him they will allow the Councilmembers to try out the Frontrunner for free, even though the "free ride period" is over.

Work meeting adjourned at 6:40 p.m.

Minutes by

Erika Ahlstrom, City Recorder

(Transcribed from audio recording.)