

**Sunset City Corporation
City Council Minutes
January 15, 2013
Page 1 of 6**

Minutes of a regular meeting held January 15, 2013 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Bangerter presiding.

Mayor and Council Present:

Chad Bangerter	Mayor
Brent Andrews	Council Member
Ryan Furniss	Council Member
Jake Peterson	Council Member

City Employees Present:

Susan R. Hale	Recorder
Linda Youngdell	Treasurer/Office Manager
Ken Eborn	Police Chief
Neil Coker	Fire Chief
Norm Noyes	Public Works Director
Fire Fighters: James Weston, Ericka Wood, Emily Jensen	

Excused:

Ricky Carlson	Council Member
Kevin Snow	Council Member

Others Present:

Terry Avondet	Citizen Corps
Dorothy Weston	

REGULAR SESSION

The meeting was called to order at 6:30 p.m. by Mayor Bangerter.

Mayor Bangerter gave the invocation and led the Pledge of Allegiance.

Approval of Minutes: Council Member Furniss made a motion to approve the minutes of January 2, 2013 as presented. Council Member Andrews seconded the motion. The motion passed unanimously.

Public Comments: There were none.

1. Presentation of Sunset City's Fiscal Year 2012 Annual Financial Report: Jeff Ambrose, CPA and Partner of Crane, Palmer and Ambrose, summarized the FY2012 Annual Financial Report for Sunset City and acknowledged the help of the City staff for their help. The City received an "unqualified opinion" which is the highest level they can render. It means the items in the report are fairly stated and there were no material misstatements. The City's debt to income ratio is 3.89 to 1, which means for every \$1.00 of debt owed, there is \$3.89 of net assets to pay the debt. Last year it was 3.18 to 1, so this is an indication of financial improvement. The Governmental Funds unassigned fund balance is within the State statutory limits. Tax revenues increased about \$30,000 and that hopefully points towards people spending more money which generate more sales tax. Total revenues for the General

Fund increased about \$134,000, while total expenditures were up about \$9,000. The fund balance increased \$168,000, which is about \$130,000 more than last year.

In the Proprietary Fund, better known as Sunset's Utility Fund, the cash and cash equivalents increased \$148,000. Total net assets increased \$144,000. There is minimal debt in this fund and that is fairly rare, but a good thing to see. The \$451,000 in cash indicates pretty good health of the fund. This fund is capital intensive and that amount of cash really helps when major repairs are needed because money doesn't need to be borrowed and the wasted expense of interest does not have to be paid. Revenues increased \$91,000 and expenses held pretty even from the year before. Salaries were down \$22,000 due to the previous Public Works Director retiring and that helped the total expense for this fund to be down \$10,000.

Total debt decreased about \$148,000 and shows there is about 7 more years left on the City Building and the City will be debt free unless it incurs more in that time. The General Fund budget to actual report shows revenues came in better than planned in most cases and most expenses were less than planned. There were no material weaknesses in the City's internal control over financial reporting or in compliance with certain laws and regulations. The only finding was that three departments that went slightly over budget; Legislative was over \$460, Judicial was over \$3,845 and Parks/Recreation was over \$208. Part of that was due to having a rare 27 pay periods in the year instead of the regular 26 pay periods.

2. **Present awards to winners of the 2012 Christmas Lighting Displays:** Mayor Bangerter said normally Council Member Snow would present this, but he is not here tonight. None of the award winners were present so their awards will be mailed to them. The winners in Division 1 are Anette Hill with first place and Mike McKinch and Diann Kurill with honorable mentions. The winners of Division 2 are Adam Dowden with first place and Jeannine Dewitt and Joe Gurule with honorable mentions.
3. **Appoint Scott Stevenson as Chair and Brian Parker as Alternate Chair of the Planning Commission:** Mayor Bangerter said he received and approved the recommendation for Scott Stevenson to be appointed as the Chair and Brian Parker as the Alternate Chair. He asked for any discussion and a motion.

Council Member Peterson made a motion to appoint Scott Stevenson as the Chair and Brian Parker as the Alternate Chair for the Planning Commission. Council Member Furniss seconded the motion. The motion passed unanimously.

Mayor Bangerter advised there are a few alternate positions open and encouraged people to get the word out so anyone desiring to serve can put in an application.

4. **Discussion and possible approval of Resolution 2013-01 adding an employee recognition policy:** Mayor Bangerter said Council Member Snow found Layton City's policy on giving gifts to retiring or terminating employees, which is not exactly what they were looking for, but he adapted it to fit Sunset's need which is for recognition for time served in 5 year increments. The policy was discussed and the changes decided upon are as follows: 1) 17.1.1 Purpose – ~~In order~~ [The purpose of this policy is] to recognize employees for their years of

service to Sunset City, ~~the City may recognize employees for years of service to the City.;~~ 2) 17.2.1 ~~Recognition, Retirement of Voluntary Termination~~ [Policy]; 3)[A. The City may recognize employees' milestone years of service in 5 year increments from 5 years through 30 years.]; 4) ~~A~~ [B]. The City may also purchase up to [\$350] gifts for [Department Heads, City Managers, Mayors, City Council Members or] employees who voluntarily terminate their employment with the City. ~~These gifts should not exceed 10 dollars for each year of service.~~ The City may also give a luncheon or open house when an employee retires or leaves the City.; 5) ~~B~~ [C]; 6) ~~C~~ [D]. Funds for these gifts should be included in the ~~Administrative Department~~ [Non-Departmental] budget. Department Directors should inform the ~~Administrative Department~~ [Budget Officer] during budget preparation when they anticipate someone in their department will be recognized, retiring, or leaving during the upcoming year.; 7) ~~D~~ [E]. The following criteria should be used to estimate funding ~~for full time regular employees.;~~ 8) 7. When a Department Head, City Manager, Mayor[,] ~~or~~ City Council Member [or employee] retires or leaves the City, the City may give a luncheon, an open house, and/or up to ~~\$250~~ [\$350] in cash or a gift, depending on the circumstances.; 9) ~~E. Funding for part time regular employees should be one half the amount estimated for full time regular employees.;~~ and 10) 17.3.1. Christmas Gifts - The Mayor[, with the concurrence of the Council,] shall determine each year if the City will give Christmas gifts to the City employees and the amount of those gifts.

Council Member Furniss made a motion to approve Resolution 2013-01 as amended. Council Member Peterson seconded the motion. The motion passed unanimously with a roll call vote. Council Member Andrews – aye, Council Member Furniss – aye and Council Member Peterson – aye.

5. **Discussion and possible approval of continuing the City's membership in the Davis Chamber of Commerce:** Mayor Bangerter reminded the Council that Jim Smith talked to them last year about what the Chamber does, said the renewal notice is here and asked if there were any comments or concerns with renewing the City's membership. Council Member Andrews asked what the City has gained this past year by being a member of the Chamber. Mayor Bangerter replied there is involvement with all the other cities and businesses that are members, so when they have their functions there is good information learned from the presentations and the networking and recognition is always good. Council Member Andrews said again he would like to have Sunset form their own Chamber of Commerce. Mayor Bangerter believes it would not be cheaper or feasible to do that. Council Member Furniss said they may not see immediate results in the City, but he knows the Chamber has been instrumental in getting businesses to relocate in Davis County and that benefits Sunset because some of its residents may become employed at those businesses.

Council Member Furniss made a motion to approve renewing the City's membership in the Davis Chamber of Commerce. Council Member Peterson seconded the motion. The motion passed two to one with Council Member Andrews voting no.

6. **Council review of financial disclosure statements:** Mayor Bangerter said there has been a disclosure issue in the past and he asked for every employee to fill one out. Those received have been emailed to the Council Members and he hopes they have had time to review them.

Most employees have no conflict of interest, but read those few that may at some time. Council Member Furniss read Mayor Bangerter's so there would be no conflict with that. He and Mayor Bangerter explained why the financial disclosure statements are important and that they are required by State Code. Public Works Director Noyes was concerned with their equipment repairs in an emergency because it's snowing and they need to plow. It has been nice in the past to just take it to Mayor Bangerter's shop and have the item welded or fixed so they're back on the road quickly. It was suggested to obtain bids from the local repair shops, including Mayor Bangerter's, for emergency repairs. The Council could then pre-approve the shop to use and if it happens to be Mayor Bangerter's it would be okay.

Mayor Bangerter said the statement will be held in the general files and he will inform the Council of any further statements he receives.

- 7. Council Member reports and general information:** Council Member Andrews thanked the employees for all they do. He is grateful for his service on the Council even though he may not run again. He also thanked the Council Members. He stated the City needs more businesses for the tax revenue.

Council Member Furniss said he discussed with Mayor Bangerter the possibility of him taking on the Youth City Council assignment and his daughter was very excited about it so he will accept the assignment. The North Davis Sewer District Board approved the process in which an impact fee study will be conducted, which is mandated by the State if impact fees need to be implemented or increased. Their goal is to keep the builders, COG and any others interested in building in the district informed. The City will be receiving word soon about the increase. He thanked the Public Works Department for their work on plowing the snow during the last snow storm.

Council Member Peterson said he read the minutes and found out about Council Member Snow replacing him with the Economic Development assignment and said it is okay with him if it came from Mayor Bangerter. Mayor Bangerter said he would finish putting the assignments together for the next meeting. There are still some he wants to look at and asked Council Member Peterson to call him with any concerns he has about it. Council Member Furniss said he made the recommendation based on the work Mayor Bangerter and Council Member Snow has been doing with Better Cities and that was the only reason. Council Member Peterson said he understands. He stated his appreciation to the employees for all they do.

Recorder Hale advised the business license renewals are coming in, but today is the deadline with no penalty fees. There are still 45 businesses and 10 rentals that have not renewed and they will now be assessed a 50% penalty fee.

Police Chief Eborn advised Officer Jensen's car is repaired and about ready to go back into service. They are still waiting on the insurance to see if they will pay for the laptop to be replaced. Since this last storm, they have sent out a lot of notices to those who are not taking care of their sidewalk snow removal. Some are vacant homes and the owners are out of state so it is hard to contact them.

Sunset City Corporation
City Council Minutes
January 15, 2013
Page 5 of 6

Public Works Director Noyes reminded everyone about the Sunset Sam Winter Festival on February 2nd. Between the two water main breaks and the snow removal, the Public Works employees put in 20 plus hours overtime last week. They have encouraged the residents to leave their water trickling to avoid frozen pipes and meters. One of the water main breaks was on 250 West near the City Building. It blew a three-inch hole out the side of the pipe and when that much water comes out it destroys the road. When it gets warmer they will have to cut the road from curb to curb and take the asphalt out for about 30-40 feet and have a contractor come in and relay the asphalt. Until then it will continue to settle, but they can't repair it in the winter. They offered bags of salt to homes below because quite a few homes ended up with water on their sidewalks and in their driveways. They got most of the mud cleaned up.

Council Member Furniss asked Chief Eborn, with the recent shootings, if there was more of a police presence in the schools besides the DARE Officer. Chief Eborn replied they are patrolling more in the mornings. Council Member Furniss said a private school has been offering free juice and snacks to Officers who come into the school.

Fire Chief Coker said the Fire Department is gearing up for Easter and they will be participating in the Sunset Sam Winter Festival. Last week he attended some training in St. George so he got to watch the news about the snow storm and he was proud to see some Sunset Fire Fighters helping push some cars up 1800 North.

Treasurer/Office Manager Youngdell advised W-2's were mailed out last week and have had a few come back to her from employees who have moved. Better Cities is doing the study for the Good Landlord Program and it has taken quite a bit of Administration's time. They have pinpointed property owners who have their tax notices mailed to an address other than their property, so they gave the office a huge list Chrissy is going through trying to narrow them down. The Utah Local Governments Trust, who is the City's insurance carrier, held a photo contest for their calendar and Sgt. Bruce Arbogast's photo is featured on the month of December and another one is the cover photo. 15 employees have been participating in a City "Biggest Loser" program that started about a week and a half ago. So far all together they have lost 69 pounds.

Mayor Bangerter said he also does snow removal so he knows what it's like when storms like this come in, so he gave a 'hats off' to the Public Works Department. He is amazed at the complaints he hears about the City snow removal such as plowing in their driveways, etc., but the snow has to go somewhere. He appreciates Council Member Furniss' willingness to take the assignment of the Youth City Council. The growth of some of the kids is really impressive. He advised the recycling program will be on the agenda for the next meeting and hopes they received the email he sent containing Kaysville's flyer. He asked if there were any other input or discussion other than the residents would prefer a total recycling program and not just green waste and be under \$10.00. No one had heard any. He will get the figures for the Council for that meeting and, if approved, they should be able to enact it in April. He believes it might be too costly for the City to produce and mail out a flyer and believes word of mouth, the utility bill and the marquee should be enough to get the word out. It was

**Sunset City Corporation
City Council Minutes
January 15, 2013
Page 6 of 6**

suggested to ask Wasatch Integrated if they would help with the cost of the flyers. Mayor Bangerter said he would ask because he knows it benefits them as well. They discussed the benefits of recycling in saving the life of the landfill.

Council Member Andrews asked Mayor Bangerter if he could declare February 1st as Sunset Sam Day. It is already recognized for ground hog day. If he would call Bryon Saxton at the Standard Examiner and declare that, it might help their publicity. Mayor Bangerter said he can call and talk to him.

Council Member Andrews made a motion to adjourn. Council Member Peterson seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:10 p.m.

Approved – February 5, 2013.

Chad Bangerter, Mayor

Susan R. Hale, Recorder