

Sunset City Corporation
City Council Minutes
April 5, 2016
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Minutes of a regular meeting held April 5, 2016 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Macfarlane presiding.

REGULAR SESSION

Mayor and Council Present:

| | |
|--------------------|----------------|
| Beverly Macfarlane | Mayor |
| Chad Bangerter | Council Member |
| Ricky Carlson | Council Member |
| Norm Noyes | Council Member |
| Trystal Peay | Council Member |
| Scott Wiggill | Council Member |

City Employees Present:

| | |
|--------------------|---------------------------------|
| Susan R. Hale | Recorder |
| Linda J. Youngdell | Treasurer/Office Manager |
| Ken Eborn | Police Chief |
| Joe Maylin | Public Works Operations Manager |

Excused:

| | |
|--------------|-----------------------|
| Jason Monroe | Public Works Director |
| James Weston | Fire Chief |

Others Present:

| | |
|---------------|----------------------|
| Terry Avondet | Sunset Citizen Corps |
| Leslie Moore | Michael Love |

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

Council Member Bangerter gave the invocation and led the Pledge of Allegiance.

Approval of Minutes: Council Member Bangerter made a motion to approve the minutes of March 15, 2016 as presented. Council Member Wiggill seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peay and Wiggill voting yes.

Mayor Macfarlane explained item 2 of the minutes of February 16, 2016 states there was a check given to Mr. Watts, but there was no check given. Council Member Bangerter made a motion to approve the corrected minutes of February 16, 2016. Council Member Peay seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peay and Wiggill voting yes.

Public Comments: Michael Love said when he was listening to the Council minutes of March 15, 2016, parking was discussed and Council Member Bangerter said if someone doesn't have enough parking, they should buy a bigger house. He was very offended by that statement. He didn't buy a house in Sunset to be ridiculed because he has too many cars. His children grew up

and need cars for work and school. He does not have the money to purchase a parking garage for them all, so they have to park on the street so his yard won't look bad. He understands not being able to park on the street in the winter time. He asked them to leave the ordinance alone and not change it every time someone comes in with a problem because there will always be problems.

- 1. Award bid for two new restrooms; one a John G. White North Park and one at Rachael Runyan Memorial Park (South Park):** Mayor Macfarlane asked why the initial estimate was lower than the bids came in at. City Engineer Scott Nelson advised there was a pre-bid meeting that eleven contractors attended. Of those eleven, five bid on the project. The top three were reviewed closer. England Construction out of Tooele has had experience in the Tooele, SLC and Draper. Kevin Nelson Construction has experience in Riverdale, South Ogden and Washington Terrace. Axis Reclamation & Construction has experience in Weber and Davis counties. All three are very acceptable. There are three options: two 2-stall restrooms, two 1-stall restrooms and one large & one small restroom. Public Works Operations Manager Maylin said Public Works Director Monroe would like to go with two 2-stall restrooms because that would serve the City better long term. He felt Kevin Nelson Construction would be the best Contractor to choose, even though that bid is \$4,000 higher, because he is local and easier to contact with problems, etc. Mr. Nelson said the City has not used any of the top three Contractors, but he has worked with Kevin Nelson and Axis and believes all three would be good. The Council Members believe Director Monroe is right in choosing Kevin Nelson Construction.

Council Member Noyes made a motion to contract with Kevin Nelson Construction in the amount of \$289,000 for two large restrooms; one in each park. Council Member Carlson seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peay and Wiggill voting yes.

- 2. Resolution 2016-06 Fee Schedule to add one-day special event sponsor & vendor fees:** When looking at what other cities do, Council Member Bangerter believes it may be good for Sunset to implement a one or two day special event license. The problem is a sponsor will put on an event and the vendors don't want to attend due to paying the current \$50 temporary license fee. Most of them don't sell enough in that time to cover the license fee. He proposed having the sponsor pay \$50 for a special event permit and each vendor pay \$10 for a special event license. None of the Council Members disagreed.

Council Member Carlson made a motion to approve Resolution 2016-06 to add a 1 or 2 day special event license fee. Council Member Noyes seconded the motion. The motion passed unanimously with a roll call vote: Council Member Peay – yes, Council Member Carlson – yes, Council Member Wiggill – yes, Council Member Noyes – yes and Council Member Bangerter – yes.

- 3. Mayor, Council and Department Head reports:** Council Member Bangerter reported the Fun Days car show is moving forward. There is a lot of movement in Economic Development; people are talking to him about building in the City. The Planning Commission is working hard on the General Plan and is working on proper rezoning of the

commercial district to encourage larger commercial development, such as restaurants, etc. One problem is that the bigger restaurants want to sell alcohol and most locations within the City are too close to a school or church.

Council Member Carlson said the next Mosquito Abatement meeting will be on April 14th. He met with Public Works Director Monroe to talk about his Department and what may come up in it. He believes Director Monroe is doing a very good job managing the Department. He commented they should talk about replacing the bridge on the City Building during the budget meetings because it has a band aid fix on it for now, but they will have to replace it. He was asked if they were going to have a theme for Fun Days, so maybe they can talk about that sometime. He will talk to Val Sanders, the owner of Econo Waste, about recycling. He has spoken to Sheriff Richardson about cleaning the I-15 side of the fence along Main Street, but weather and other things have prevented it from happening. He has briefly spoken with Pam Furniss about AYSO park use fees and he believes she will be at the next Council meeting to talk with them about it.

Council Member Noyes advised someone from the DRC was supposed to contact him about the meetings, but no one has. They will discuss the Beautification Committee during the work session. He will be working with Public Works Director Monroe on the street lighting.

Council Member Peay advised she has been making phone calls regarding the Veterans Memorial and how to start on the project. The Youth City Council Members are talking to people to set up their summer service projects and more fund raisers. They have started planning their role in Fun Days. They are also setting up interviews for their current and incoming members to teach them what to expect later in life. She will go over the budget with Advisor Griffith. She attended the firefighter's flashover training in the simulator on Saturday. She commended them for how they completed the training, even with some equipment malfunctions.

Council Member Wiggill also commented on the flashover training. The firefighters provided him and Council Member Peay with training on Thursday to give them a heads up on what would be happening on Saturday and to fit them with their gear. They did an excellent job. The training was on the different characteristics of fires. The Easter Egg Hunt was very well attended and went well. He talked with Allyson Jackson of the Citizen Corps and she and Allen Birch have started doing an inventory of supplies. Mayor Macfarlane had given him a name of a college student who wants to volunteer so he will meet with Mr. Birch and Mrs. Jackson about it. He asked Mr. Birch to give an update.

Allen Birch has been with CERT for about four years as an instructor and was asked to become the CERT Chair when the previous Chairs stepped down. They are beginning to get things going again. He has developed a Facebook page for Sunset City CERT and also for the Sunset 2nd Ward because he is also the Emergency Preparedness person for them. He believes getting word out to the community about emergency preparedness is very important. The next CERT class will begin on October 5th. It will be every Wednesday from 6:00 to

9:00 pm for six weeks. He has put in a requisition for two more CERT trailers so they can cover the whole City in a disaster. Now they will begin equipping the trailers.

Treasurer/Office Manager Youngdell advised there will be a Planning Commission on Wednesday, April 13th at 6:30 pm. She reminded the Council Members about the Wasatch Integrated Systems tour next Tuesday from 6:00 to 8:00 pm. and asked them to inform Mayor Macfarlane if they plan to go or not.

Police Chief Eborn clarified a misstatement he made about the parking ordinance during the last Council meeting. He had said any vehicle could park on the street 24/7 after the winter limitation, but the ordinance had been changed to limiting the parked vehicle to 72 hours.

Public Works Operations Manager Maylin stated the new dumpster program is working well and the shop is open every work day until 5:00 pm and until noon on Saturdays during the month of April. They will do it again during the month of October. A bike rack will be installed in front of the City Building next week.

Mayor Macfarlane talked about taking a tour with Col. Todd Murphy and doing the F-35 simulator. Security personnel walked around the plane with them and would only allow them to take pictures from a specific location. She asked them if the public would be able to see the F-35 during the Air Show and Col. Murphy said they would, but the area would be roped off to keep people a ways away from it. She learned the training on the F-35 could be done over the internet with other countries. She helped serve lunch at the Senior Center with Senator Lee. She asked the Council Members who could attend the tour of Wasatch Integrated. Council Member Bangerter can attend, Council Members Wiggill, Carlson and Peay might be able to and Council Member Noyes cannot. The curbside recycling costs will be increasing for Cities because Wasatch Integrated will no longer take recycle waste. The North Davis Sewer District Board met and they talked about a CDA grant for Antelope Drive in Syracuse. She appreciates the Council Members and employees' hard work for the City.

Council Member Bangerter made a motion to go into the work session after a five minute recess. Council Member Wiggill seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peay and Wiggill voting yes.

WORK SESSION

4. Discuss FY16 budget amendments: Recorder Hale conducted the discussion beginning with the General Fund revenues. Total taxes are projected to come in well above what was expected, along with Licenses & Permits and Charges for Services. However, Court revenue will be coming in a lot lower than expected. Recreation will be higher due to Fun Days being held in June this year, making it the second celebration in FY2016. Mostly due to the new Verizon lease, the miscellaneous revenues are also coming in higher than expected. Total General Fund revenues should be about \$130,000 more than anticipated. They then moved on to expenditures. The Mayor and Council budget will be quite a bit lower because the Election costs were a lot lower than expected and only two Council Members attended the Utah League of Cities and Towns Conference in St. George and the Salt Lake Conference

was not attended by anyone. The Court budget part-time wages were coming in more than expected because the Judge used to have a lot of his wages go into a 401K, but is not doing so any longer and the retirement line item is lower due to the same reason. Other line items are lower than expected, but the department is seeing an overall increase because of the Judge's wages and also his training, which used to be paid for by Davis County. In Administration some items had been shifted to different line items and the Administration budget looks to be coming in even. The Planning & Zoning was discussed and suggested a little more be left in to pay for the work meetings to work on the General Plan. In Non-Departmental, the insurance & surety bonds will come in under due to a rate decrease with the total department coming in quite a bit under budget. The Police Department's wages and benefits are way down due to the time they were short Officers for a time and there are now more Officers not taking the insurance so that saves the City some money. The rest of the budget is also down some. The percentages to split the Department's wages into Fire and EMS over the year has not worked out to the same amounts, so the wages in Fire are up some and the wages in EMS are down quite a bit. The rest of the budget is coming in at about what was budgeted. In Streets the fuel line item is down due to lower gas prices. There were no wages taken out of Buildings & Grounds so its bottom line is down. City Shops is about even. Parks is down due to lower part time wages and lower insurance cost for one replacement employee. There was some discussion about Recreation's wages and it was clarified as a mistake and will be corrected.

They continued with the Utility Fund revenues, which appear to be coming in a little above what was expected. The Mayor & Council expenses mirrored the General Fund, as did Administration and Non-Departmental. The Public Works department's bottom line is under budget.

The Special Revenue and Capital Projects Funds were then discussed. The Class C road fund allotment was more than expected and a little more sand & salt was purchased over the winter and equipment repairs were up a little. With the amount of fees over dispatch payments not using the fund balance as predicted in the Dispatch Fee Fund, they discussed decreasing the amount billed to the customers. The Emergency Preparedness Fund, is less than budgeted due to participation being down. The Liquor Control and DARE Funds are stable. The Youth Council Advisor still needs to weigh in on their budget, so it will be determined a little later. The Police Department received a couple grants that were not budgeted for so that budget will need to be amended. There are no changes to the Fire Department Fund Raising, Arts and Retirement Insurance Premium Funds. The CDBG Fund will require \$65,000 additional funds to pay for the two restrooms the grant was received for. The Fire/EMS Vehicle & Equipment Fund had no change. The Public Works Capital Project Fund was increased \$65,000 to transfer in to the CDBG Fund. The Economic Development Fund had no changes.

It was decided to hold the next Budget work meeting after the regular meeting on April 19th.

- 5. Discuss ideas for appropriating the fiscal year 2015 General Fund Balance overage during this fiscal year:** Council Member Bangerter explained the General Fund Balance

from FY2015 was about \$460,000 over the 25% limit mandated by the State. In the Annual Financial Report, the City said it would appropriate the excess amount during the current fiscal year. That year is almost over and it has not been appropriated.

Council Member Noyes proposed they spend the funds to pay off all the vehicle leases, using approximately \$156,000. Put \$200,000 into a Capital Project Fund to save for the 1800 North and Main Streets restructure. It could be used to help with relocating the Fire Station or Public Works shops, etc. When UDOT begins the widening, if Sunset wants a bigger water line or something else upgraded, the City will have to pay for any upgrade. He would like to continue adding to that Fund in the coming years to make it easier to pay for what the City wants.

Another thing Council Member Noyes wants to do is compensate the employees by giving them a 2.5% raise, which would cost the City about \$6,000 for the rest of this budget year. Mayor Macfarlane said she had asked Treasurer/Office Manager Youngdell to pull the wage/benefit figures for each of the employees and for comparable jobs in the private sector so the Council could compare and make a more informed decision. Council Member Bangerter said the economy is doing well now. And the reason the City has the fund balance overage is because the employees are doing their job. In the last little while, a few employees have received a \$2.00 raise, while the long time employees have only seen maybe a 25 cent raise. This would tell them the Council is thankful for them. The ones who would not get the 2.5% raise are the ones on probation, temporary employees and those who already received the major raise last year, but he would like it to be up to the Department Head to decide who qualifies. In bigger cities, employees have more room to grow; here they don't. This is above the wage program Mayor Macfarlane is working on. It gives some of the extra fund balance and rewards the employees. Council Member Wiggill gave the example that when the Council agreed to give the entry level Police Officers a higher wage, there were some long time Officers that were not happy. He agreed the increase was necessary to get good Officers to work for Sunset, but the more long time Officers had to work hard to get where they are and that raise closed the longevity gap quite a bit. He also agreed that it should be the Department Heads who ultimately decide who is qualified to get the 2.5% raise.

Council Member Bangerter said another item they need to save for is the 800 North project, which the City and Clearfield were awarded a \$2 million grant for. The City's portion will be approximately \$100,000 within three years and nothing has been set aside for that, so he would like to put \$50,000 away for that.

Council Member Noyes said the last item is to fund the remaining \$65,000 of the CDBG park restroom project, instead of taking that money out of the Public Works Capital Project Fund. That would bring the total to about \$477,000 which is a little more than the overage, by \$17,000, but that would be okay. These things are just he and Council Member Bangerter's proposals and they are open to other ideas. They just believe using the overage needs to happen in this current budget like they said they would do. This will need to go before the Council for final approval, but in the mean time they would like all them to

discuss other ideas. Chief Eborn said in his budget, he has five vehicle loans so if they decide to do this, it will free up \$40,000 to purchase a vehicle outright. Council Members Noyes and Bangerter believe it is not good for a government to borrow money when it has the money to purchase vehicles outright. Council Member Bangerter asked that this be on the agenda as soon as possible so they can move on to deciding next year's budget.

Recorder Hale reminded the Council a public hearing will be required before they can give approval for this to happen. Because spending the fund balance overage was not included in the present budget, it will increase that budget.

- 6. Discuss the future and mission of the Beautification Committee:** Council Member Noyes asked what the Council expects from a Beautification Committee. Do they want it to just recognize the beautiful yards in the summer and great Christmas lighting in the winter or is there more they want them to work on. He explained that many years ago, the Beautification Committee spent several thousand dollars to implement what they proposed to beautify the City. Since then, the members dwindled until there are not any members to maintain it.

Council Member Wiggill referred to a Planning Commission survey that was posted on Facebook. Almost every one of the posts talked about beautifying the City. Purely from attracting a business standpoint, the surrounding cities are much more inviting due to their landscaping. Sunset has none of that. Council Member Peay believed they need the Committee, but it needs to be better utilized. To her, going around seeing who takes care of what and who has more money to put up Christmas lights is not utilizing a Beautification Committee. It needs more members and she would like them to have more input on what the Council does in beautifying the City. Mayor Macfarlane would like to form a task force committee of residents from throughout the City to brainstorm ideas of what a committee could do. Pat Bowers told her she would like to have a door hanger she could put on someone's door when she has seen that they'd cleaned up their yard. The hanger would let them know they did a nice job and were recognized for their hard work in cleaning up. Council Member Bangerter believes beautification comes from development, such as the new Maverik. It's new, has nice blacktop and is well landscaped. The rest of Main Street will change a lot in the next five years with new development. He believes they need to concentrate on those who are not following the rules instead of those that are keeping their yards nice because those who are like doing it or are responsible residents. He also believes the part of the beautification Council Member Noyes is struggling with is volunteerism because no one wants to be on this committee.

Much more about forming a committee, the Council being the committee with Department Heads' input and community involvement regarding beautification was debated. It was said praising those who have beautiful yards and homes does not make the ones who don't take care of their property any better. Those that are cited for weeds, junk, etc. only do enough to bring their yards up to the minimum standard. Council Member Noyes' idea is to have them, as a Council, decide what is going to be done.

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Council Member Bangerter made a motion to return to the regular meeting. Council Member Noyes seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peay and Wiggill voting yes.

Council Member Carlson made a motion to adjourn. Council Member Bangerter seconded the motion. The motion passed unanimously with Council Members Bangerter, Carlson, Noyes, Peay and Wiggill voting yes.

The meeting adjourned at 9:00 p.m.

Approved – April 19, 2016

/s/Beverly K. Macfarlane, Mayor

/s/Susan R. Hale, Recorder