

Sunset City Corporation
City Council Minutes
April 10, 2012
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Minutes of a work meeting held April 10, 2012 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Bangerter presiding.

Mayor and Council Present:

Kevin Snow	Council Member - served as Mayor Pro-Tem until Mayor Bangerter arrived
Chad Bangerter (arrived at 8:25 pm)	Mayor
Brent Andrews	Council Member
Ricky Carlson	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	Asst. Public Works Director
Christina Arbogast	Court Clerk

Excused:

Mickey Hennessee	Public Works Director
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The meeting was called to order at 6:30 p.m. by Mayor Pro-Tem Snow.

Council Member Andrews gave the invocation and Council Member Snow led the Pledge of Allegiance.

- 1. Discuss FY2012 budget amendments and FY2013 budget requests:** Recorder Hale gave a summary of the projected amounts to be received and spent for fiscal year 2012. In the General Fund, sales tax revenues are up, but court revenues are down. All together the General Fund revenues look to be coming in about \$25,000 under budget, but the expenditures look to be coming in about \$75,000 under budget so only about \$90,000 will need to be transferred from the Economic Development Fund instead of the budgeted \$106,500 and nothing should be used from the fund balance. She explained what the fund balance is and how much can be kept in it to the new members. In the Utility Fund it looks like the revenues will be coming in around \$31,000 under budget. Due to the wet year, not as much water was used and the water revenue is down. The expenditures are expected to be about \$35,000 under budget and about \$94,000 should be added to retained earnings. The Class C Road and other minor funds should come in pretty close to their budgeted amounts.

Recorder Hale reported the expected revenues and the Department Heads explained their expenditure needs for fiscal year 2013. The expected revenues in the General Fund are \$1,929,980. The recreation revenues are just a guess based on last year because no input has been received as to what programs will be going next year. The Recreation Department was discussed and Recorder Hale will get with Asst. Director Noyes to get recreation figures.

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The building inspector services will have to be obtained from another City and the cost will need to be added to the budget.

They moved on to the General Fund expenditures. Recorder Hale put the ULCT training for the Mayor and five Council Members back into their budget; half in the General Fund and half in the Utility Fund. There is no Election expense this year and it was decided to add \$250 in for food during work sessions; half from General and half from Utility.

Court Clerk Arbogast explained everything was about the same except they put \$250 back into public notices because the part-time clerk is trying to find a full-time job, \$1,600 more in Professional Services because the public defender has asked for an increase and the interpreter is having to come out more often and \$1,595 in Computer Equipment for two new computers.

Treasurer/Office Manager Youngdell said the Administrative budget is bare minimum except she had been asked earlier to put in the cost to add a part-time person for the office. That would cost \$4,985 in wages from General and the same from the Utility fund. She also added \$846 to each fund for two computers and 2 GB ram so two other computers can handle the upgrade from Caselle Clasic to Caselle Clarity. Last year it was going to cost the City for the upgrade, but she was told they would give the City the upgrade for free, including training, because Sunset had been such a good customer. She has added the training back into the budget also because she and Recorder Hale need it to keep their certifications.

Council Member Furniss made a motion to take a five minute recess. Council Member Andrews seconded the motion. The motion passed unanimously.

Recorder Hale explained the Planning & Zoning budget includes all Planning Commissioners being paid for 12 meetings and all the Board of Adjustment Members being paid for three meetings. Council Member Furniss asked that \$500 be added to enable two members to attend the Annual ULCT conference in September. Recorder Hale then explained the Non-Departmental budget. Since separating the Court Prosecutor costs from the City Attorney costs, the expense has decreased so \$6,000 less is in this budget. It was asked that \$100 extra be added to beautification to replace some signs. The rest is about the same.

Police Chief Eborn explained the police budget. He put in the cost to increase the Police Secretary's hours from 20 to 30. He is not asking for a police vehicle this year, but that means they will absolutely need one next year. The increase in police wages was questioned and Recorder Hale realized the \$28,000 reimbursement from the Davis County School District was not subtracted from the wages yet. The reimbursement is to pay half of the DARE Officer's wages during the nine months he is teaching DARE in the schools. Last year he gave up his uniform allowance and is asking for it back. The Narcotics Strike Force has increased their fee from \$2,700 to \$3,842. Due to the aging vehicles he has added \$5,000 to vehicle maintenance.

Fire Chief Coker explained the fire and EMS budgets. He based his fire budget on what it was three years ago for fire expenses. The fire engine is now paid off so he is requesting

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\$30,000 for a new Chief's Vehicle because the old one is a 1997. He is also requesting \$40,000 to transfer into the Fire Truck Capital Project Fund because it has been a few years since they've been able to put away for a new truck. If they let him use some of the \$36,000 already in the Fire Truck Capital Project Fund for a new Chief's vehicle, he can cut the \$30,000 from the fire budget. It was discussed and the Council would like to see what the payment would be on a loan for the chief's vehicle. There are a few small increases and one large one to the EMS budget. He would like to have \$20,000 transferred into the Fire Truck Capital Project Fund to save for a new ambulance. It would take about seven years at that rate to purchase a new one. There is no training included in the EMS budget because most of their training is done at the station and the rest is paid for with EMS grants.

Asst. Public Works Director Noyes explained the public works budgets. In Streets \$10,000 was added to save for CDBG matching funds. A city cannot apply for a CDBG grant without having the necessary match put aside. The full-time wages are down about \$36,000 due to Director Hennessee's retirement. They will need to budget for a new Director, whether it be in house or someone from the outside and for a Building Inspector. Building and Grounds and City Shops is about the same as the previous year. In Parks, \$95,000 was asked for in capital outlay; \$90,000 for a new restroom facility because the newest one is 35 years old. Recorder Hale explained she copied last year's amounts for the Recreation budget because she did not receive anything for it. It was asked that a line item be inserted for the Sunset Sam Winter Fest and budget whatever was paid out last year plus a little bit for growth.

The total expenditures for the General Fund is \$2,070,395 and expenditures will exceed revenues by about \$240,000. There is only \$212,000 in the fund balance now.

The Utility Fund was discussed. Recorder Hale said she received a letter from the North Davis Sewer District saying there would be an increase in their rates and Council Member Furniss had already told them it would be about \$1.00 per unit per month. She added that into the sewer expenses and also in the sewer revenues as a fee passed on to the users. Total expected revenues is \$1,341,200. She outlined the Mayor and Council budget saying it mirrored the general fund portion, excluding the election line item. Treasurer/Office Manager Youngdell explained the Administrative budget basically the same as she explained it in the General Fund. Recorder Hale said the budget for Non-Departmental shows the other portion of the liability insurance decrease. Asst. Public Works Director Noyes explained the \$35,000 in the Water capital outlay was to change out half of the radio read meters they have left to get all meters in the City changed out and to buy the laptop read system software. Another area to transfer funds into the CDBG Capital Project fund is in the sewer section in the amount of \$5,000. City Shops is significantly less due to Director Hennessee's retirement. There was discussion on putting money in the budget for the new Director, whether or not Asst. Public Works Director Noyes is given the job or one is hired from outside. Mayor Bangerter said they would have a couple of options ready for the next budget meeting. Recorder Hale said as the Utility Fund budget is now, about \$135,724 would be able to be retained in the fund's retained earnings.

The Class C Road Fund is used to budget and report the revenue obtained from the State from a portion of the gas tax based on miles of roads in the City to be used strictly for street

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maintenance. In 2013, the \$75,000 budgeted in 2012 and the \$50,000 budgeted for 2013 will be used to complete \$125,000 in chip sealing roads.

The Dispatch Fees Fund will stay the same. The Emergency Preparedness Fund was discussed and decided to change the requested \$5,000 contribution from the General Fund to \$3,800. The Liquor Control and DARE Funds will stay the same. Recorder Hale had not received any numbers for the Youth City Council, Miscellaneous Grants, Fire Department Fund Raising and Arts Funds. After Discussion on each it was decided to budget \$2,200 for the Youth City Council, \$6,000 for Miscellaneous Grants, Fire Department Fund Raising \$1,000 and \$5,000 for the Arts Fund. \$30,000 is budgeted to be transferred into the CDBG Capital Project Fund from the General, Utility and Class C Road Funds. \$60,000 is budgeted to be transferred into the Fire Truck Capital Project Fund from the General Fund. Nothing is budgeted to be received or spent in the Public Works Capital Project Fund. \$8,100 is budgeted to be received in the Economic Development Capital Project Fund from leasing the City owned house and \$3,000 is being budgeted for any repairs to the house.

The Council and Department Heads discussed ways to balance the General Fund Budget. Mayor Bangerter asked Fire Chief Coker why he was saving for a new ambulance when a used ambulance is working well for them. Chief Coker said a used ambulance is good, but he wants to save for a new one in case he cannot find a good used one when it is needed. Money being set aside to deal with the fire station and public works buildings when the 1800 North project gets going was discussed. It was decided to cut the request for a part-time employee in administration and the added 10 hours request for the police secretary, change purchasing the Fire Chief's vehicle to a lease, cut the \$40,000 from fire and the \$20,000 from EMS transfer requests to the Fire Truck Capital Project Fund, cut the \$10,000 transfer to the CDBG Capital Project Fund and the \$95,000 capital outlay in parks.

2. **Discuss amendments to Sunset Code 6-1-3 entitled "All Night Parking Regulations":** Council Member Snow headed the discussion and the following amendments were decided upon: 1) delete all of D.1; 2) delete D.7; 3) delete D.8; and 4) amend D.10.b. Exception: This section shall not prohibit the parking of any vehicle[: 1. upon a slab or driveway which leads to a garage or carport or legal parking to the rear or side of the building; or 2. on the lawn while washing the vehicle.] ~~which slab or driveway is in compliance with the requirements of title 11 of this code.~~

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

The meeting adjourned at 11:10 p.m.

These minutes have been read and approved at the regular City Council meeting held **April 17, 2012.**