

Sunset City Corporation
City Council Minutes
April 16, 2013
Page 1 of 10

Minutes of a regular meeting held April 16, 2013 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Bangerter presiding.

5:30 PM - WORK SESSION

Mayor and Council Present: Mayor Chad Bangerter, Council Member Andrews, Council Member Furniss, Council Member Peterson, Council Member Snow, Council Member Carlson

City Employees Present: Susan R. Hale, Recorder; Linda Youngdell, Treasurer/Office Manager; Neil Coker, Fire Chief

Others Present: Davis County - Commissioner John Petroff, Clerk/Auditor Steve Rawlings, Chief Deputy Clerk/Auditor Terry Tremea, Election Director Pat Beckstead, Elections Staff – Brian McKenzie, Cyndi Chamberlain and Amber Miller

Presentation by Davis County Elections Office and discussion of voting all by-mail for

2013: Introductions were made and Election Director Pat Beckstead explained in 2012 the Legislature allowed jurisdictions to call for all by-mail Elections and required the Lt. Governor, with Election Officials, to do a study on the all by-mail voting process and submit their findings to the Legislature. Steve Rawlings has been asked by the Lt. Governor to co-chair the study committee. When this came about, Syracuse City stated they wanted to try all by-mail voting because they wanted to increase their voter turn out. So when the County put it together, they thought maybe Sunset would like to try it also since the City has been a leader in the past, being one of the first cities to use the voting machines for their municipal Election. The City's options are to use voting machines, go all by-mail, use paper ballots or to contract with another Election vendor. They are not here to sell the Council Members on a single service, but to answer the Council's questions and concerns with accurate and up to date information so they can make an educated decision. The two main concerns they hear all the time are voter fraud and privacy of the ballot. The County is very experienced in voting by mail, or absentee voting as it is also called. The systems and procedures are safe, secure and the integrity of the Election is not compromised. In the last Presidential Election Davis County sent out over 20,000 ballots and Salt Lake County sent out over 103,000 ballots. The two Counties use the same system and communicate with each other. Oregon State has been voting by-mail since the 1990's and most of Washington State is now doing it that way. In Utah, Duchesne County votes all by-mail and all of their cities have chosen to vote by mail this year. In Weber County, a special Election to be held in June will be all by mail. She explained the process for by-mail voting where the ballot packet is mailed out 28 days, or 45 days for overseas voters, prior to the Election and consists of an outer envelope, inner return envelope and a ballot. The voter votes the ballot, inserts it into the return envelope, signs the voter affidavit, writes their phone number on the sealing flap, seals the envelope in two places and mails the ballot back to the Clerks Office. Upon return, the ballots are placed in a batch for processing and the Clerk scans the barcodes on the envelope labels, creating return logs and voter histories for the voters, which ensures that only one ballot is returned for each voter. The privacy tab of the envelope containing the voter affidavit is opened, keeping the ballot sealed in the envelope. Every signature is compared to the signature associated with the voter's registration and the ballots are then sorted into precincts. One Clerk opens the envelope, removes the ballot, keeping it folded, and separates it from the envelope. The ballot is confirmed by the next Clerk that it is in the correct precinct and the third clerk unfolds it and prepares it for tabulation. The ballots are hand counted and the total is written on a reconciliation form for that batch. After the ballots are put through the tabulation machine, the

Sunset City Corporation
City Council Minutes
April 16, 2013
Page 2 of 10

Clerk verifies the hand counted total with the total of ballots counted by the tabulation equipment. If they believe a signature does not match the one on file, by law they have to contact the voter to verify that person voted and mailed in the ballot. If there is no signature on file, they have to ask the voter to come in, or they go to the voter, verify their identification and obtain their signature. If they are unable to contact the voter or verify the signature does not match, they must mail the voter another ballot and disqualify the ballot in question. If the voter has moved, the ballot cannot be forwarded and will come back to them. If it is returned to them with a forwarding address, they will disqualify that ballot and mail a new ballot, along with a provisional envelope, to the new address if it is within the same jurisdiction. If the address is not in the same jurisdiction or if there is no forwarding address, the ballot will be disqualified, not opened, marked undeliverable and retained for 22 months. If a person does not receive a ballot or has lost their ballot, they can call the County and a new ballot will be mailed to them. If the voter then finds their original ballot and votes two of them, the first one received by the County will be the only one counted.

Council Member Furniss said, with that scenario, if someone stole his first ballot, votes it and mails it in first, the County would then not be able to count his legally voted ballot. Director Beckstead replied, unless the person knows what Council Member Furniss' signature looks like and is good at forging, that first ballot would not pass the signature verification and would not be counted. Council Member Peterson asked if they would contact the voter after receiving two ballots. Director Beckstead said they would not; they would accept the first ballot and then turn it over to the County Attorney. Mayor Bangerter asked how many problems they had with the 20,000 absentee ballots they sent out for last year's Election. It was answered that they might have had up to ten and they were for things like the affidavit on the envelope not being signed or the husband and wife signed the wrong envelope thinking it was their own and there were very few instances where they had to mail out a second ballot. Fire Chief Coker asked what the process would be if someone stole your ballot, knew how to forge your signature, voted your ballot, sent it in and the County accepted it, then you called saying you had not received a ballot. Director Beckstead said they could mail another ballot and pull the one already voted, but that it has never happened so far. Council Member Furniss said he took a class on handwriting and could forge any one of their signatures. There are just too many what ifs for him to be comfortable. Director Beckstead asked him what if John Smith goes to a polling location, shows his ID and votes, then goes to another location and does the same thing because there are two John Smiths in the City and pointed out there is the slight possibility for fraud at the polls as well. She said the voters who register after the ballots have been sent out, but before the deadline, will be mailed a ballot. There will be a voting machine at City Hall to use if there is an emergency, such as someone saying they did not receive their ballot when it's too late to mail out to them. That vote would be provisional until they can verify the voter did not actually mail in their ballot. They have tried hard to put fail safes in place, to where they are very confident in their system. The likelihood of fraud is very, very slim.

Council Member Furniss asked how they would accommodate poll watchers during the 28 days before the Election. Director Beckstead said poll watchers are more than welcome to come in and watch their process. They only work on ballots a couple hours a day and they have had poll watchers come in to watch their process. Council Member Furniss asked what deems a ballot soiled and how they handle them. Director Beckstead replied it does happen and they do a re-

Sunset City Corporation
City Council Minutes
April 16, 2013
Page 3 of 10

make of that ballot. They put a red stamp on the original ballot and mark its precinct and remake ballot number and do the same with the remake ballot, putting the original ballot number on it. Then they go through and duplicate the original ballot by hand. The ballots are cross referenced in case anyone ever wants to see them.

Mayor Bangerter said he was impressed with the amount the voter turn-out increases in an all by-mail Election. He asked what average increase they have seen or heard of. Director Beckstead read some of the information they received. In Cache County in 2008, the Town of Amalga had a 7.8% turn out at the polls and in 2010 they voted by mail and had a 22.92% voter turn out, Benson went from 2.5% to 30% and Clarkston went from 3.5% to 32%. In Box Elder County for the 2011 Municipal Election, voting at the polls Garland had a 24% turn out and Brigham City had almost 26%. Voting all by mail, Howell had an 80.95% turn out and Snowville had a 66% turn out.

Mayor Bangerter asked the Council Members if they had any other questions or concerns. Council Member Carlson said the increase in voter participation could really benefit the City. Council Member Snow asked, besides the increased voter turn out, what the advantages are of the by-mail voting. Director Beckstead said they are not sure; that is the reason for the study. They want to do a full Election by-mail so they can find out what the actual costs would be, if the voters like it or not, if it will actually increase the voter turn out like it has in other areas, etc. The number one benefit is increased voter turn out. Council Member Snow commented that usually the outcome of something stays about the same if there are more or less people who participate, so they would probably still have the same end result. Clerk/Auditor Rawlings said that could very easily be, but what can be said is that instead of 3.5% of the public making the decision, 30% or 80% made the decision. That would be a more comfortable feel for what the public wanted. Council Member Snow asked what would happen on Election night because they usually all gather that night to hear the results. Director Beckstead said they will have the ballots tabulated and will post the results shortly after 8:00 p.m. on Election night. There will still be ballots added that are postmarked before Election Day and received before the date of the canvass, which is 7 to 14 days after the Election. Council Member Peterson asked if all the ballots are mailed on the same day. Director Beckstead replied the ballots are mailed out 28 days before the Election, but people have until 15 days before the Election to register to vote, so they will mail those out as they come in. Council Member Furniss clarified the County is willing to waive their cost this year, but they will not waive it next year. That was confirmed. Council Member Andrews said he knows the towns they mentioned earlier with the increased voter turn outs are all farm towns. He can understand the farmers not wanting to take the time to come into town and vote so he can see why there would be an increase for the by-mail voting. Mayor Bangerter asked what other cities in Davis County will be trying this method of voting. Director Beckstead said only Syracuse. She explained if the Council chooses to try all by-mail this year, they are under no obligation to do so for the next Election. They have the utmost confidence in their system, but no matter which way the Council chooses to run the Election, Davis County will support the City on it.

Council Member Andrews made a motion to adjourn from the work session and return to the regular session at 6:30 p.m. Council Member Snow seconded the motion. The motion passed unanimously. The work meeting adjourned at 6:25 p.m.

6:30 PM - REGULAR SESSION

Mayor and Council Present:

Chad Bangerter	Mayor
Brent Andrews	Council Member
Ricky Carlson	Council Member
Ryan Furniss	Council Member
Jake Peterson	Council Member
Kevin Snow	Council Member

City Employees Present:

Susan R. Hale	Recorder
Linda Youngdell	Treasurer/Office Manager
Neil Coker	Fire Chief
Norm Noyes	Public Works Director

Excused:

Ken Eborn	Police Chief
-----------	--------------

Others Present:

Pat Beckstead	Davis County Election Director
Terry Tremea	Davis County Chief Deputy Clerk/Auditor
Terry Avondet	Citizen Corps
Lynn & Dorothy Weston	Heidi & John Blaylock

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 Andrews made a motion to approve the minutes of April 2, 2013 as presented. Council Member Peterson seconded the motion. The motion passed unanimously.

Approval of Vouchers: Council Member Carlson made a motion to approve the voucher for Post Asphalt in the amount of \$15,327.75. Council Member Furniss seconded the motion. The motion passed unanimously.

Public Comments: There were none.

- Presentation to CERT graduates:** Heidi and John Blaylock read the names of the CERT graduates, only two of which were present; Lynn Weston and Council Member Peterson. They were congratulated by the Mayor and Council. Mrs. Blaylock stated that makes about 80 CERT trained people in Sunset.

2. **Discussion and possible approval of agreement with Davis County to assist Sunset City in conducting a Vote By-Mail Municipal Primary and General Election in 2013:** Mayor Bangerter said they had a work meeting on this item prior to the regular meeting and asked if there was any further discussion. Council Member Snow believes if they go with by-mail voting it is only giving the residents one way to vote and one choice is really no choice. Council Member Furniss said he has been vocal about this and is a strong advocate of going to the polls. He commended Representative Paul Ray for voting against the Legislation allowing all by-mail voting. Council Member Carlson said his concerns were answered tonight and he feels good about this option. It worries him a little hearing comments like “besides just increased voter turn out, what is the advantage?” because that is the biggest advantage and it seems to brush off the added voters. He urged the Council to support this option. Council Member Peterson also feels it would be a good option because the more voters, the better. Mayor Bangerter explained the County Elections staff came and talked to them about the option earlier this evening and he believes it is a good option. He agrees with the more people that vote, the better off they are. It doesn’t take anything away from anyone. Everyone still has the opportunity to vote. He has talked to about 25 residents about this and the majority of them would rather mail in their ballot instead of having to go to the polling location. It is a good opportunity to at least try it. They will not be able to do it this cheaply again and eventually Legislation may pass that requires everyone to vote by-mail.

Council Member Carlson made a motion to approve the agreement with Davis County to assist the City in conducting a Vote By-Mail Municipal Primary and General Election for 2013. Council Member Peterson seconded the motion. The motion was defeated - 2 to 3. Council Member Carlson – yes, Council Member Snow – no, Council Member Peterson – yes, Council Member Furniss – no, Council Member Andrews – no.

3. **Discussion and possible approval of an agreement with Better City to conduct the training for Sunset City’s Better Landlord Program:** Mayor Bangerter referred to the recommendations of City Attorney King, who felt the 10 year term was too long. It has been the understanding between Better City and the Council that the 10 year term was needed for them to recoup the costs of conducting the disproportionate fee study. The other concerns have been addressed and agreed to by Better City.

Council Member Snow made a motion to approve the agreement with Better City to conduct the training for Sunset City’s Better Landlord Program. Council Member Carlson seconded the motion. The motion passed unanimously. Council Members Andrews, Furniss, Peterson, Snow and Carlson all voted yes.

4. **Discussion and possible approval of Resolution 2013-05 amending the rental license fees in include the fees for the Better Landlord Program:** Mayor Bangerter explained the residential rental license fees are to be changed from \$30.00 plus \$20.00 per unit to \$30.00 plus \$192.00 per unit unless the landlord is a Better Landlord Program participant. A participant’s fee would be reduced to \$30.00 plus \$25.00 per unit.

Council Member Snow made a motion to approve Resolution 2013-05. Council Member Peterson seconded the motion. The motion passed unanimously. Council Members Andrews, Furniss, Snow, Peterson and Carlson voted yes.

5. **Discussion and possible approval of Resolution 2013-03 amending the per diem rates in Personnel Policies and Procedures:** Mayor Bangerter explained the per diem on meals and incidentals would be paid at the rate set by the U.S. General Service Administration, mileage as set by the Internal Revenue Service and lodging would be paid at the lodging rate obtained by the training/conference organization, plus taxes.

Council Member Furniss was curious about how the employees feel about the per diem because that is who he thought of when he brought it up. He asked Public Works Director Noyes and Treasurer/Office Manager Youngdell how they felt about it. Director Noyes said it seems to be enough to attend the conferences without spending his own money so he has never really thought about it. Treasurer/Office Manager Youngdell said the rates have not been changed for a lot of years, but she's never had any problem with the amount she was given. Council Member Andrews said the lodging portion would be better. Council Member Furniss said he took a poll while they were in St. George and a lot of them are above Sunset per diem and some are below; the range is very broad. If he's hearing correctly, the mileage is such that it makes up for the meal allowance, but if they had to travel by air plane he does not believe the per diem would be enough. He is okay with the present per diem if the employees are. Mayor Bangerter believes if they are going to follow GSA for per diem, they should follow it for lodging as well. It was discussed further and a motion was made.

Council Member Carlson made a motion to approve Resolution 2013-03. Council Member Andrews seconded the motion. The motion passed unanimously. Council Members Carlson, Peterson, Furniss, Snow, Andrews voted yes.

6. **Discussion and possible approval of changing the schedule for allowing residents to dump branches and garbage at the City shop yard:** Public Works Director Noyes explained what an impact taking residents garbage and limbs at the shop has on what they are able to get done in the City. It is a great program for the residents, but to provide this type of program with the same amount of employees, they have to make sacrifices somewhere else. He is concerned they are not being able to maintain the City infrastructure as well as they should due to tending the gate at the shop and shredding limbs. They spend about three to four hours a day shredding limbs, about 15-20 hours a week leaving the project they're working on, opening the gate, waiting for the resident to unload and going back to their project. He proposed to limit the time residents can dump at the shop yard to the months of April and October. It also puts a burden on the Office Staff when they have to track someone down to go open the gate. He also gave examples of residents arriving to unload items and they can't reach anyone because the gate phone is with the employee on the lawn mower and they don't hear it or one time the phone was not working and the employee didn't know it.

Council Member Snow commented it is also a burden on the resident having to make the phone call. He is worried the residents will be upset because first the City replaced the curbside spring and fall clean up with the dumpster program and now it is being limited to

two months of the year. He would be happy with maybe one day a week when the residents can use the dumpster. Council Member Andrews suggested going with Public Works Director Noyes' suggestion, maybe a couple weeks in those months and make someone available to let them in. Council Member Furniss likes the neighborhood dumpster program. He worries if the shop dumpster is limited to one day a week it will fill up fast. Mayor Bangerter said if there is an incident like a wind storm or something, they can allow residents to dump their limbs there whether it is April or July. It was discussed more and said the months and hours would be noted at the gate. The Council agreed with reducing the months to April and October.

- 7. Reports from Council Members on their attendance at the Utah League of Cities and Towns Conference:** Council Member Snow reported one session's speaker said play is the highest form of research, you can discover more about a person in one hour of play than in a year of competition and that play builds creativity. Another speaker talked about personality types. David Church talked about conflict and said they would be better if they remembered the Mayor is not God and the Council is not the Mayor. He also said they have the power to remove someone from the Council meetings, but to never actually do it because it never turns out good. He gave an example that sometimes compromise doesn't work. Someone wanted to have 16 people living in his house and the surrounding residents didn't want anyone. The Council came up with a compromise of allowing 12. The compromise didn't serve the purpose of anyone because no one got what they wanted. Another session was about giving people a voice to be heard. Sometimes a lone dissent voice can change a whole group discussion. If there is no difference of opinion in a group, the best decision is not always made, so conflict is good in that it gets people to think. The order of a vote can have an influence because some want to conform to the group so it is good to change the order of the vote as the Mayor did tonight.

Council Member Andrews attended a class on social media and he realized if he wants to communicate with his grandkids, the computer, tablet or smart phone is the way to do it. They won't communicate with you first; you have to initiate the communication in their media form. He learned from David Church they need to get training because laws always change. He thanked the residents for the lodging close to the conference center.

Council Member Furniss said there are some conferences where you learn things and some you don't. This conference was the best he has ever gone to and one they probably needed the most. It was about conflict and dealing with each other's personalities. The feeling that challenging an idea is disrespectful is not good government. If there is some challenging and disagreement, it usually garners a better answer or result. They learned a bill was introduced to eliminate the Justice Courts, but the League of Cities and Towns fought it and it did not pass. The 2012 International Building, Fire, etc. were adopted so they should be used by the City as well. At every conference they are being told to embrace technology and to use it. The opinions of City staff bear a lot of weight with the Councils. The staff needs to remember to remain neutral and only give the facts to the Council. When appointing members to the Planning Commission, they need to make sure there are different types of people and different types of knowledge and points of view because it benefits the City. One of the more fun classes was on verbal judo, where someone makes someone feel good about

a decision or incident. He echoed Council Member Snow's comments on play and said the Council doesn't play enough together to develop good relationships. He learned Board of Adjustment and Planning Commission members are required to have annual Open and Public Meeting training as the Council is. He also learned that any Council Member can call for a roll call vote on any matter and the vote should be random to avoid swaying.

8. **Council Member reports and general information:** Council Member Peterson reported the CERT Instructors are really passionate about the CERT classes they teach and put a lot of time into them. He reminded the Council of the joint Planning Commission/Council meeting on Thursday at 6:30 p.m. He thanked all the employees for what they do.

Council Member Snow said they just got an ethics training from David Church, but those who did not attend the Utah League of Cities and Towns conference have not had the Open and Public Meeting training. He would like David Church to come and do that one as well. Also, they now have the iPads, but still don't know how to operate the Sugar Sync program, so he wondered how hard it would be to get the Council Packets scanned and emailed to them. Recorder Hale explained it is not hard at all to scan the material with the new printer, but the issue is emailing it if the packet is large. Some email providers do not accept large attachments. She will try to break up the material, send the sections separately and see how that works.

Public Works Director Noyes said there has been a change in the Public Works Department. Joe Maylin is now the Parks & Recreation Supervisor, so all questions, etc. will go to him.

Treasurer/Office Manager Youngdell reminded everyone that opting out of the recycling program ends on May 20th. Friday from 1:00 to 4:00 p.m., Better City will be here to provide the City staff with the training they will be giving the landlords so the staff knows what is being taught. She reminded all who have not had the mandatory sexual harassment training to contact her to check out the CD.

Recorder Hale said there has been a problem with getting the Better Landlord notices out. The rental license applications are eight pages long and does not include the other forms that are required if the landlord decides to comply with the better landlord program. She tried to condense the application while checking to see that the application contained everything required by ordinance and found that some information was missing and wondered why some of the information was required. She asked Adam of Better City why information such as square footage per apartment unit, how many bedrooms were in each apartment, how many parking spaces per apartment, etc. was required he told her it was just to gather data in case a developer came in and asked about incentives, they would better know how much rental fees were per square foot. In other words, those items are not needed for licensing. She has a hard enough time getting the rental owners to fill out the one page license application correctly and believes it will be a nightmare trying to get them to correctly complete eight plus pages. It would take them and the staff a lot of extra time. The notices need to be mailed as soon as possible and she would like the direction of the Council. She believes her options are to revise the application to what is actually needed, with the Council to amend the ordinance before they start coming back in, send out an eight page application

Sunset City Corporation
City Council Minutes
April 16, 2013
Page 9 of 10

with the notice (there are 218 notices to be sent out), to send out the notice with the instruction of contacting the Office for their application and prepare to receive 218 phone calls or to hold off until the ordinance has been reviewed and amended to include only what is needed. The issue was discussed and it was decided for Recorder Hale to consolidate the application with the items required by the ordinance, to make another revision to include only what is needed for licensure with references the ordinance as it would need to be amended and email both to the Council.

Mayor Bangerter said sometimes what is learned at the conferences is common sense, such as changing the voting sequence as he happened to do tonight without knowing what they had learned. As to having some fun together, they had the opportunity to tour the Davis County Sheriff's facilities, their new Bear Cat and the watch the canine unit work. It was fun and everything was very impressive. There has been a lot of talk about the skate park so he went down there and hung out. It's a different group of kids and they don't know who he is. Other than the garbage, he doesn't see what the complaints were about. He didn't even hear very much vulgarity or swearing and didn't see any smoking. He has been down there when seniors are walking on the track, little girls are playing in the park and he didn't see anything bad. If they are seeing or hearing things they need to let him know when it is happening because he is not getting a lot of reports from the police on issues either. Every spring they need to step up appearance by the police and education about the skate park use because every year there is a new set of kids. Council Member Peterson said he hung out there a couple times the last couple of weeks and he also did not see anything bad going on. Mayor Bangerter said he has heard worse in the halls of Sunset Jr. High School.

Council Member Andrews made a motion to go into the work session after a 10 minute break. Council Member Furniss seconded the motion. The motion passed unanimously.

WORK SESSION

To discuss amendments to the FY2013 budgets and requests for the FY2014 budgets:

Recorder Hale explained the projected amendments to revenues for FY13 and the Department Heads explained their projected amendments to expenditures. Total expenditures are expected to decrease about \$61,000 in the General Fund, decrease about \$26,000 in the Utility Fund and the differences are minor in the other funds.

Recorder Hale explained the projected revenues for FY14 and the Department Heads explained their expenditure requests. She reminded the Council it had been said in last year's budget meetings to include a COLA at the beginning of the budget talks this year. She has added a 2% COLA and the Council will decide to leave it, decrease it, increase it or take it completely out. In the General Fund, the major difference in the Mayor and City Council budget is the Election line item. It includes the expenses for a Primary in case there is one. The Court budget includes the purchase of 2 filing cabinets with locking doors. The Prosecution/Defense budget contains an increase for the Prosecution Attorney because since the prosecution and City attorney duties have been separated instead of split 50/50 it shows more is being spent for prosecution than City issues. The Administration budget includes half the addition of a part-time employee at 15 hours per week, half the cost of a new copy machine to replace the one that went out and half the cost of a computer for the part-time employee. Planning & Zoning, Building Inspection and Non-

Sunset City Corporation
City Council Minutes
April 16, 2013
Page 10 of 10

Departmental budgets are about the same as FY13. The Police budget includes a lease payment on two new police vehicles. The Fire budget contains a lease payment on a replacement vehicle for the 1997 Suburban and a \$40,000 transfer to a Capital Project Fund to save for a new fire truck. The EMS budget includes a \$5,000 transfer to save for a defibrillator and a \$15,000 transfer for a replacement ambulance. The Public Works budgets include \$80,000 for a street project, \$15,000 out of Building & Grounds for the bridge from the Sunset Room and a new park restroom payment of \$37,500. The total General Fund budget is \$2,232,194, with \$205,154 being used from the fund balance. The Utility Fund revenues include an estimated increase in sewer fees to collect for the \$1.00 per unit per month increase in sewer fees to the North Davis Sewer District. It also includes an increase in garbage revenues to pay for the recycling program. In expenses, the Mayor & Council budget is about the same as FY13. Administration mirrors its General Fund budget with half the addition of a part-time employee at 15 hours per week, half the cost of a new copy machine and half the cost of a computer for the part-time employee. Non-Departmental is about the same. The Public Works budget includes the \$150,000 transfer to the CDBG Capital Project Fund approved earlier by the Council, \$30,000 for the laptop meter read system and some replacement meters, the above stated increased fees for the NDS and recycling programs, the other half of the cost of the bridge from the Sunset Room, \$15,000 for half the cost of a wash out bay and salt/sand cover, a \$50,000 transfer to save for the anticipated public works building when the 1800 North project begins and \$10,000 to meet storm water regulations. The total Utility Fund budget is \$1,643,337, with \$258,062 being used from the retained earnings.

The Class C Fund contains \$20,000 for half the purchase of a 1-ton truck and \$20,000 for half the cost of the salt/sand cover and wash out bay. The total is \$211,675, using \$62,675 from the fund balance. The Emergency Preparedness Fund is requesting a \$5,000 contribution from the General Fund. The Dispatch Fees, Liquor Control and DARE funds are about the same as FY13. She had not received a budget for the Youth City Council Fund and no information for anything but EMS grants in the Miscellaneous Grants Fund. The CDBG and Fire/EMS Vehicle & Equipment Funds reflect the transfers mentioned above for Capital Projects or Equipment. There is no planned budget for the Public Works Capital Project Fund and the Economic Development Fund is about the same as FY13. The total of all budgets is \$4,231,726, which is \$538,494 higher than FY13. There were a few changes and corrections discussed and they will be made for the Tentative Budget Presentation.

Council Member Andrews made a motion to go back into the regular session. Council Member Peterson seconded the motion. The motion passed unanimously.

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

The meeting adjourned at 10:25 p.m.

Approved – May 7, 2013.