

Sunset City Corporation
City Council Minutes
April 25, 2017
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Minutes of a special work meeting held April 25, 2017 at Sunset City Hall, 200 West 1300 North, Sunset, Utah; Mayor Macfarlane presiding.

WORK SESSION

Mayor and Council Present:

Beverly Macfarlane	Mayor
Chad Bangerter	Council Member
Ricky Carlson	Council Member
Norm Noyes	Council Member
Jake Peterson	Council Member
Scott Wiggill	Council Member

City Employees Present:

Susan R. Hale	Recorder
Linda J. Youngdell	Treasurer/Office Manager
Jason Monroe	Public Works Director
Chris Whetton	Asst. Fire Chief
Christina Arbogast	Court Supervisor

Excused:

Ken Eborn	Police Chief
Anthony Bott	Interim Fire Chief

The meeting was called to order at 6:35 p.m. by Mayor Macfarlane.

- 1. Discuss the FY2018 budget requests:** Recorder Hale began with the General Fund, pointing out the changes from the last budget meeting. She has reduced the Sales and Use tax by \$5,000 because of how the sales tax is coming in for FY17. As it was questioned during the last meeting, she researched the correct term for the Prop 1 money; it is Local County Option Hwy/Transit. The Court budget had a corrected miscalculation in the part-time wages.

Court Supervisor Arbogast advised the Court and Police Departments are currently in the middle of an FBI IT audit that has to be turned in by May 22nd. The FBI will then let them know what is not in compliance and the City will have three months to come into compliance. She believes they will need to encrypt their email so this was discussed, but the cost is not yet known.

Treasurer/Office Manager Youngdell advised, due to the Police networking their computers with the administration server, the cost of the IT support for Administration will decrease by \$480, which will be split between the General and Utility funds. She read an email from the company No Late Payments, the company that processes Sunset's credit/debit card payments, stating they will no longer be able to process payments through the revenue neutral payment processing system as of May 31st. This was discussed.

Recorder Hale said in the Non-Departmental budget \$98,900 was inadvertently left from last year, so that is removed, and it shows the five iPads cut down to two from the last meeting.

Treasurer/Office Manager Youngdell reported for Police Chief Eborn on the Police budget. She mentioned Chief Eborn asked her to add the vacation cash out line item to see if it can be funded. The FBI audit will require they have security for their computer programs so they are now networking their computers with the administration server. That means they will need to also have IT support, so there is an added \$3,230 for that. As talked about during the last meeting, a line item with \$1,000 was added for a Victim's Advocate.

Recorder Hale explained she had combined the Fire and EMS budgets, as she could find no legal reason it had to be split. This was discussed further with some wanting to keep them separate, but it was decided to keep the combination for now. Asst. Chief Whetton said to cut \$1,500 for the pagers.

Public Works Director Monroe went over the Public Works budgets. Per the last meeting he cut \$40,000 for the Ventrac tractor, but Council Member Bangerter asked him to leave it in because the Davis School District plans to pay about half of it. They decided to just leave the \$20,000 in parks for the City's half. Director Monroe suggested moving \$250 from his general fund buildings and grounds budget and \$500 from the Utility buildings and grounds budget to the Fire Department's budget so they can purchase their janitorial supplies as they need them, instead of having to go through Public Works and it was agreed to. He cut \$90,000 for the Sally Port and moved the \$6,000 for BBQs and picnic tables to the Public Works Capital Project Fund. Recreation shows the \$1,000 decrease for the Senior Citizen Program.

Recorder Hale advised before the cuts made tonight, the General Fund would have to use \$658,782 of the Fund Balance. However there should only be \$373,285 left in it after FY17 is over, so it leaves a negative balance of \$285,497. It was noted the Fire Department's budget increased this year by \$259,590. It was asked at what point they were going to decide if they were going to support the Fire Department's request for a part-time department or not, if they should put it on the next agenda for discussion or if they should have a work meeting to discuss the Fire Department.

Council Member Bangerter interrupted that discussion because he received a text from Planning Chair Ellsworth stating the Planning Commission budget for next year would need another \$500 to finish the code project for printing and Adobe End Design license and possibly more for a GIS license, unless Public Works Director Monroe will let them use his maps program. Director Monroe said the City has already paid for the Arcview program and the Planning Commission is welcome to use it, but money will need to be put in for a GIS specialist to build their map and that would cost about \$1,200. It was discussed and Council Member Bangerter will get more information from Chair Ellsworth.

The Council went back to discussing the Fire/EMS budget. The Fire Department had brought a proposal to staff the Fire Station with part-time firefighters before the Council

during an earlier meeting, so they discussed Clinton City's estimate for providing fire and ambulance service, the amount home owners would be taxed if the North Davis Fire District's services were used and whether or not the special services of the Fire Department, such as the Easter Egg Hunt, Santa on a fire truck, etc., would be performed by the District. There are a lot of Sunset residents that want to keep the Fire Department, but with only 1,600 homes in the City instead of the large amount of homes in the District area, it is a lot more burdensome for the home owners of Sunset. It was also mentioned, Sunset's tax rate would decrease to due to not having the expense of the Fire Department. However, the tax rate may have to be increased just to maintain the rest of the City's budget for FY2018. Other issues were discussed, such as where the calls to Sunset would respond from; the Clearfield station or the West Point station, response times from Clearfield and whether or not the citizens of Sunset would be willing to pay for the cost of keeping the Department. It was said if the City wants qualified and experienced people to stay working for the Fire Department, the City would have to pay them more. The average years on the job right now is 2 ½ years and that is only because Interim Chief Bott and Asst. Chief Whetton have over 15 years on the job. The fire equipment has been overlooked for years and the City is struggling to keep experienced fire fighters. The Council Members have to make the tough decision of whether to go all in and pay the fire fighters what they deserve, purchase equipment and build a fire station or go with the North Davis Fire District. If it was decided to go with the District and something happened that made the Sunset Department inoperable before the annexation was final, the interlocal agreements Sunset has with North Davis, Roy, Clinton and Hill AFB, would kick in and the City would still be protected. It was decided to schedule a work session with some members of the North Davis Fire District Board to hear what they have to say before making a decision. They believed within a month word would get out that they were discussing this issue, so the residents could come voice their opinions during the public comment period at one of the next meetings.

Recorder Hale stated a tentative budget is required to be adopted by the first Council meeting in May and, if they decided not to increase property taxes, everything would need to be decided on and a final budget adopted by June 22nd. The Tentative Budget would only be used if there will be a property tax increase because the process for that wouldn't conclude until after fiscal year 2018 begins. The budget has to be balanced and the draft they were discussing used all of the Fund Balance and then some, so they discussed how to get the budget lower so a tentative budget could get passed, then they could amend it to what is needed and go from there. It was decided to put the Fire/EMS budget back to what it was in FY2017 and when they decide what to do, it could be changed back along with an increase in property tax. It was also decided to cut \$30,000 from the 1300 North Street project.

The Utility Fund budget changes made from the previous meeting were discussed, along with the cost of culinary water they receive from Weber Basin Water. The other funds were discussed, with no major changes made.

A 0.03% cost of living and 1%, 2% or 3% bonuses were discussed and it was decided to think about it and decide in a later meeting.

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

The meeting adjourned at 9:00 p.m.

Approved – June 6, 2017

/s/Beverly K. Macfarlane, Mayor

/s/Susan R. Hale, Recorder