

**WOODS CROSS CITY COUNCIL
MAY 5, 2015**

The minutes of the Woods Cross City Council meeting held May 5, 2015 at 6:30 P.M. in the Woods Cross City Hall located at 1555 south 800 West, Woods Cross, Utah.

CONDUCTING:

Mayor Rick Earnshaw

COUNCIL MEMBER PRESENT:

Rick Earnshaw, Mayor
Tamra Dayley
Jill Evans

James Sheldon
Ryan Westergard

COUNCIL MEMBERS EXCUSED:

David C. Hill

STAFF PRESENT:

Gary Uresk, City Administrator
Jessica Sims, City Recorder
Tim Stephens, Community Development Director
Scott Anderson, Public Works Director
Greg Butler, Police Chief

VISITORS:

Paul Merell
Jason Fredrickson
Jarom Bodell
Madison Cleverly
Marc Evans
Joel S.

Brent Nelson
Randy Stevens
Rachael Bodell
Adam Osoro
Kellan Doom

Austin Neier
Garrett Stephenson
Michelle Wood
Chris Hoffman
Brett Anderson

INVOCATION:

James Sheldon

PLEDGE OF ALLEGIANCE:

Austin Meyers

APPROVAL OF MINUTES

The City Council reviewed the minutes of the City Council meeting held April 21, 2015. After their review Council Member Sheldon motioned the minutes be approved as written with Council Member Dayley seconding the motion and all voted for the motion through a roll call vote.

APPROVAL OF CASH DISBURSEMENTS

The floor was given to the City Recorder who reviewed the Cash Disbursements listing for tonight's meeting with the City Council. After their review, Council Member Westergard made

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a motion to approve the Cash Disbursements listing as presented with Council Member Evans seconding the motion and all voted for the motion through a roll call vote.

OPEN SESSION (BRIEF ITEMS)

The Mayor then opened the meeting to items from those present that they would like to bring before the City Council which would take less than two or three minutes.

There were no items from the public present and the Mayor closed the brief open session.

COMMUNITY PROMISE REPORT

Ms Rachael Bodell appeared before the City Council and outlined the following for the Council regarding the activities of the Community of Promise:

Beautification: April 21st was the last meeting. Loveland Nursery came and talked about roses. We are still putting committees together for Beautification Awards and the Garden Walk.

Arts in the Park—June 8th is the first event of the season. We will be showing a movie at Hogan Park. Not sure of the movie as of yet. We are trying to figure out movie rights and cost.

June 20th will be a concert at Hogan Park featuring Mike Murphy, a Country/Pop Band.

An adjustment was made to the schedule. September 12th was when the Arts Festival was going to be held. However this conflicted with Bountiful's Festival. The Woods Cross Arts Festival is going to be held on September 19th, 12-6 P.M., Hogan Park.

Seniors:

May 14th—Cowboy Poet and a BBQ dinner.

June 11th—Picnic with Woods Cross Police Department doing the program.

CERT:

May 12th—Croft will be coming to discuss fuel storage safety.

The Council thanked Ms. Bodell and the Community of Promise for their service to the community.

YOUTH CITY COUNCIL REPORT

The Mayor gave the floor to the Youth City Council member Madison Cleverly. She reported the following to the City Council:

Senior Ball—The Senior Ball was held on April 16th. This was the first year we have had the Ball and the turnout was not quite what we hoped, but we will try again next year.

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Applications for next year—We are now accepting applications for the next Youth City Council year of 2015-2016. Everyone from 9th-12th grade is encouraged to apply. Applications are due by June 1st. Applications will be available at the Memorial Day Celebration.

Memorial Day Celebration—On Monday May 25th the Youth City Council will arrive and start setting up at 6:00 A.M. for the Memorial Day Celebration. We will also be helping to prepare for the breakfast.

Scholarship Applications—Scholarship applications are due to the Mayor. Scholarship night is May 27th and we would like the Mayor to be there to present the scholarship if possible.

The Mayor thanked him for his report and for the service the Youth City Council gives to the community.

CONSIDERATION TO ADOPT THE FY 2016 TENTATIVE BUDGET FOR ALL CITY FUNDS

The Mayor gave the floor to the City Administrator who reviewed the following with the City Council:

“Given to the Council is a copy of the tentative budget which was sent out last week to each of you. The General Fund budget is \$4,682,500 which is \$172,000 above the last year’s budget; an increase of 3.81%.

“On the revenue side, the property tax shows a very negligible increase of \$5,000 from \$685,000 to \$690,000. We will not know exactly what the property tax amount will be until the County provides us with their information which will be around the first of June. The sales tax revenue was increased \$2,100,000 to \$2,300,000. I feel comfortable with this increase since we are projected to receive \$2,230,000 in this year’s collections. The rest of the taxes are comparable to last year.

“Permits and licenses are down \$63,000 because of the lack of residential building lots in the city; however, the construction of the Smith’s development may push that back up. I will leave it at the lower level and make adjustments during the year if revenues increase.

“Fines and the forfeitures are up from \$270,000 to \$400,000 in the budget which is a \$130,000 increase. I feel comfortable the Police Department will meet that amount. There are no transfers from the CIDF to the general fund for the purchase of police cars which we have done in the last number of years. I feel it is important that we start retaining funds in the Capital Improvement Development Fund.

“In regards to personnel costs this year; the budget reflects of 5% increase in salaries and wages. How much salaries are actually increased will depend a lot on what the Council does with the current personnel market study. The budget reflects a 0% insurance increase. We received

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notice from PEHP that there will be a 5% increase in the premiums, but we are looking at changing our plan by going to a high deductible HSA. Whatever savings we have on insurance premiums can go into the adjustments to the salaries as part of the market study. No increase was budgeted for the Mayor and City Council salaries. If the Council would like to look at what other cities pay their Mayor and City Council members, we could look at a possible adjustment since no adjustment has been made in the last 15 years.

“For each of the departments, I will only address those that have significant changes from last year. Administration has a 16% increase which is mainly due to moving the Recorder from a part-time position to a full-time position. Data Processing has a 70% increase. I have increased the budget for our IT services for a better level of service, as well as I have increased the budget for the purchase of computers and other equipment that needs to be replaced or updated.

“City Hall has a 39% increase most of which is a \$20,000 budget item to fix the multipurpose room floor. Once we get into the project, it could be considerably more depending on what we find. Building Inspector has a 28% decrease because of lack of residential lots but this may change with the start of construction on the Smith’s commercial development.

“There is a significant increase in streets and a decrease in parks. This is a function of allocation of salaries between the two departments. Part of the increase in the Streets Department is due to the increase in the gas tax that will take effect January 1, 2016. I anticipate we will receive about \$20,000 additional funds for FY 2016.

“The Police Department has only a .2% increase because we are only purchasing one police car this year instead of two, plus the retirement of higher paying employees and the hiring of employees at the starting salary has allowed us to increase the size of our force without significantly increases to our personnel costs. The Chief has asked to attend the national conference for police chiefs in Chicago at a cost of \$1,700. He indicates that the cost is covered in his training budget but I would like the Council to look at an overall policy for attending national conferences. There are a number of us in the City that would have an opportunity to attend national conferences. If an employee of the City is in the leadership of a state organization, we should allow them to go as one of the two. For instance, Scott is the president of the Rural Water Association and needs to attend their national convention. Maybe a discussion on how to address the national conference would be appropriate. I do not believe a city of our size should send our department heads to national conferences every year, but I think a rotation of one or two a year to a national conference would be appropriate.

“The Recreation budget is 19% less than the previous year. That is due to the movement of the scheduling of the ball parks from the recreation department to the parks department.

“In the Rap Tax fund, we have budgeted close to \$250,000 in improvements which include the pickleball court, park signage, sprinkler timer replacement, and the Farm Meadows park fence. These are worthwhile projects and I feel there is a need for them at this time.

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“In the water fund, there are no major construction projects this year. The budget reflects a build-up of our cash reserves by \$250,000. Next year we will continue with our replacement projects.

“In the Garbage fund, the fuel surcharge from Waste Management should go away and reduce garbage collection costs. However, our garbage cans are getting close to the end of their projected 20-year life and are starting to need to be replaced. We are budgeting a larger amount to cover replacement of cans. We will monitor the garbage fund to see if we need to make any adjustment during the year to keep our cash reserves where they need to be. Currently, we have a fund balance of \$34,000, we are budgeting a \$10,000 deficit which will still keep about \$25,000 in the fund which is sufficient.

“In the Storm Water fund we are budgeting major capital improvements of about \$220,000 which includes the 1100 West line replacement and the landscaping of the new retention basin east of I-15 on 1950 South Street. We have a fund balance of \$131,000 in the Storm Drain enterprise fund and \$275,000 in the impact fee fund so we have sufficient funds to cover these projects.

“Upon approval of the tentative budget, as part of the motion, June 2nd needs to be set as the date for the final budget hearing. If the Council would like, we can schedule an additional work session on either May 19th or 26th to further discuss the budget as you feel necessary.”

After the review by the City Administrator, Council Member Evans made a motion to adopt the tentative FY Year 2016 budget as outlined. Council Member Sheldon seconded the motion and all voted for the motion through a roll call vote.

UPDATE ON THE BOUNTIFUL/DAVIS SUMMERFEST INTERNATIONAL

The Mayor noted this item would be tabled as Ms. Emma Dougal would not be in attendance because of a family emergency.

TRUCK BIDS

Council Member Evans noted that she would prefer to have more information regarding bids, as well more bids to compare, in addition to what features are on the vehicles so the Council can make better decisions regarding the purchase of vehicles and getting the best vehicle for the best price. Council Member Sheldon also said he agreed. He said the Council has a responsibility to spend the tax payer’s money responsibly.

The Council discussed what the state bid was for vehicles and also what the bid was from the local car dealerships. It was noted that the city should also try and support our local dealership if possible. It was noted that it might be good to get more than one bid for price comparison and the possibility that local dealerships could price match if they chose to.

MEMORIAL DAY UPDATE

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The Mayor reviewed what the status was for the Memorial Day Celebration. He noted there is some concern in the participation of the men's choir and he noted where and when the next practices would be held and encouraged everyone to get people to participate in the choir.

Council Member Sheldon also noted a citizen in the city has a new timing system that could be used for the 5K race which he is in charge of. He also mentioned he needed help with the registration process. The Council suggested he check with the previous person who took care of the race registration and said she had used online registration and it seemed to work out well.

DISC GOLF COURSE GRAND OPENING

The Mayor noted the opening of the new Disc Golf Course would be this Saturday at 10:00 A.M. He said he was very excited and looking forward to offering this activity within the city. He also said there would be commemorative discs that would be distributed. He also said how much he appreciated the time and effort that has been put into this project.

He noted the installation of all of the equipment will be done in the evening on May 6th, 2015 as part of Curtis Stahle's Eagle Scout project. It was also noted almost all of the sponsorship spots are full.

The Mayor thanked everyone who had been involved in the project for their time and effort in making this disc course a reality and how much he appreciated their help.

OPEN SESSION

Ms. Dixie Weeks of the Westwood PUD appeared before the Council and asked for clarification of hiring in the police department. She also asked if the Westwood PUD would be a candidate for the "Good Landlord" program. It was noted it would not be a candidate for the program because they are individual residences. Ms. Weeks also asked how many calls from the police department have been called to the Westwood Mobile home park. The Chief of Police said he did not have that information. She also asked about the use of body cameras in the police department. The Chief of Police noted all officers have body cameras and there is a policy in place for when the officers turn on their cameras.

Council Member Sheldon mentioned one of his neighbors needs a new water lid. The Staff said they would follow up with that.

SOUTH DAVIS SEWER DISTRICT REPORT

Council Member Westergard reported on the activities of the South Davis Sewer District. He noted the district has extended a contract for a waste recovery project to All Pro Energy and Water. He said they have other projects in Utah. He said they would be splitting costs on a feasibility study with them. He said they had adopted their budget. He said the district got the

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wetlands study back and the ruling is that there are not wetlands on the district & the property can be used. This concluded his report.

MAYOR'S REPORT

The Mayor said he had nothing further to report.

CITY ADMINISTRATOR'S REPORT

The City Administrator went over the following with the City Council:

1. 2600 South CDA

“Mr. Jason Burningham has drafted the CDA plan for 2600 South and we have put it on the agenda for the 19th of May for the Council’s approval. By that time we should have an idea from Thackeray what they are looking at for incentives from the City. We can discuss this at that time.

2. Summer Party

“We need to schedule the summer picnic. Labor Day is the 7th of September so we are looking at possibly the 11th or the 18th. If you could look at your calendars and let us know which of those dates would be better we can get that scheduled.”

It was decided that the 11th of September would work best.

3. Drinking Water Board

“The Drinking Water Board will be meeting on May 8th at 1:00 P.M. for their monthly meeting and, as part of the meeting, they will be touring the water treatment plant and we will provide lunch for them. If the Mayor or any of the Council Members would like to attend the tour and the lunch, please let me know and will provide lunch for you. This will be a great opportunity to let the Drinking Water Board know that we appreciate what they have done for us.

ADJOURNMENT

There being no further business before the City Council, Council Member Evans motioned the meeting be adjourned at 7:55 P.M. Council Member Sheldon seconded the motion and all voted for the motion through a roll call vote.

Rick Earnshaw, Mayor

Jessica Sims, City Recorder

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