

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
April 21, 2011**

PRESENT:	Dennis Fife Scott Ericson Bob Marabella Tyler Vincent	Mayor Councilmember Councilmember Councilmember
ALSO PRESENT:	Rick Bosworth Mark Bradley Jim Buchanan Dave Burnett Mary Kate Christensen Jared Johnson Brett Jones Paul Larsen Kristy Law Bruce Leonard Eliza McGaha Kirk Morgan Tyler Pugsley Paul Tittensor	Human Resource Manager City Planner Emergency Services Director Public Power Director City Recorder Community Development Manager City Engineer Economic Development Director Recreation Manager City Administrator Alternate Deputy Recorder City Attorney Public Works Assistant Director Chief of Police
EXCUSED:	Bruce Christensen Mary Kate Christensen Ruth Jensen	Councilmember City Recorder Councilmember

Mayor Fife called the meeting to order and excused Councilmembers Jensen and Christensen, who were out of town. The Reverence Period was given by Dick Wuthrich from the Brigham City Utah Stake LDS Church.

Approval of Minutes: The minutes of the March 31, 2011 Budget and Council meetings and the April 7, 2011 Budget and Council meetings were unanimously approved as distributed.

**PUBLIC COMMENT
CONSENT**

Request to Write-off Accounts Due to Resident Taking Out Bankruptcy or Being Sent to Collections

New Hire, Library

New Hire, Ambulance Division

Appointment to the Golf Course Commission

Reappointment to the Community Emergency Response Team (CERT) Council

FY 2011-12 MAYOR'S PROPOSED BUDGET PRESENTATION

SCHEDULED DELEGATION

Proclamation Declaring April 29 Arbor Day

NEW BUSINESS

Proposed Policy for Fiber Optic Customers at Cottonwood Grove Subdivision

PLANNING COMMISSION BUSINESS

Final Plat Approval of the Cottonwood Grove PUD Phase 2 Located at 540 South and 800 West and Request for Storm Drain, Sanitary Sewer and Temporary Road Easements Associated with the Development of this Phase Located on Future Phase 3 Property Owned by Brigham City

OTHER BUSINESS

Work Session on April 26, 12:00 Noon

PUBLIC COMMENT

There were no comments from the public.

CONSENT

Request to Write-off Accounts Due to Resident Taking Out Bankruptcy or Being Sent to Collections

A list of accounts totaling \$5,399.51 was recommended for removal from the City's computer system due to non-payment or customer taking out bankruptcy. These accounts will be sent to the City's collection agency.

New Hire, Library

It was recommended Alisha Essler be hired as a part-time Library Clerk I, Grade 24, effective April 25, 2011.

New Hire, Ambulance Division

It was also recommended April Shy be hired as a paid-on-call EMT Basic in the Ambulance Division, effective July 22, 2011.

Appointment to the Golf Course Commission

Dick Wuthrich was recommended for appointment to the Golf Course Commission.

Reappointment to the Community Emergency Response Team (CERT) Council

Larry Henning was also recommended for appointment to a three-year term to the CERT Council.

Appointment of an Alternate Deputy City Recorder

Mayor Fife recommended appointment of Eliza McGaha as an alternate Deputy City Recorder.

MOTION: A motion to approve the Consent Agenda was made by Councilmember Ericson, seconded by Councilmember Vincent and unanimously carried.

FY-2011-12 MAYOR'S PROPOSED BUDGET PRESENTATION

Mayor Fife explained the capital projects that he has requested be funded in the next year.

- ❖ Streets
 - Class "C" Maintenance - \$475,000
 - 450 West at 900 North Construction to SR-13 - \$160,000
 - Sidewalk Projects - \$38,000
- ❖ Sewer
 - Sewer Main Replacement - \$98,000
- ❖ Electric
 - 46 kV Loop Line West - \$400,000
 - DOE Grant Match (feasibility study and hydroelectric upgrades) - \$400,000
 - SCADA Installation - \$200,000
 - Pole Inspection and Treatment - \$50,000
 - Relay Testing - \$20,000
 - Acquisition of RMP Infrastructure, SR-13 - \$20,000
- ❖ Storm Drain
 - 700 South – 200 East to 300 West - \$312,000
- ❖ Cemetery (paid for from the Cemetery Fund)
 - 600 East Sidewalk, Landscaping, Irrigation - \$41,000
 - Columbarium - \$36,000
- ❖ Airport
 - Paid primarily by FAA and State Grants – Airport Asphalt Maintenance and Update of Master Plan
- ❖ Golf Course
 - Water System Upgrade - \$35,000
- ❖ Parks
 - John Adams Bowery and Restroom - \$150,000
 - Discovery Grove Park Development - \$150,000

- Pool Fence Restoration/Painting - \$20,000
- Pool Floor Refinish and Furniture - \$30,000
- ❖ Water
 - 100 East from 100 South to 200 South - \$133,000
 - Water System Emergency Shutdown - \$80,000
 - Forebay Building Replacement - \$45,000
 - Pressurized Irrigation Preliminary Design - \$39,000
 - Detention Basin/Pressurized Irrigation - \$370,000

There are some extra sources of revenue available in the 2011-12 fiscal year. In 2006-2008 the City lent money to the Northwest EDA from the General Fund, Utility Fund, Storm Drain Fund and Fleet Fund. The first tax increment payment was received in 2010 but the loan payback agreement was just recently approved by the Council. Most of the payment for 2010 is in the budget for capital projects. It is estimated \$1,000,000 will be received in 2010 and 2011.

The City will receive approximately \$430,000 from the sale of the east portion of the Christensen property. The Council has indicated they would like this to go toward a sports complex on the west portion of the Christensen property. When the next phase goes in the City will receive an addition \$370,000.

There are three payments remaining in RDA #2. These payments have been pledged to help Utah State University purchase the property by helping with the demolition of buildings.

Cemetery fees increased last year and these will be the primary source of funding for maintenance and capital projects at the cemetery, as well as funding the perpetual maintenance fund.

The Mayor is proposing a new full-time position to direct the Youth Empowerment Team and the Youth Volunteer Center.

There are no utility rate increases in the budget. Rocky Mountain Power (RMP) is requesting a 13% rate increase from the Public Service Commission this fall. The Mayor recommended this not be passed on to the customers. RMP has notified the City that rate increases will be requested annually. The Mayor proposed that the power rates be reviewed for a possible restructure of the rates to a tiered system.

Box Elder County raised their tipping fees by \$2.75 per ton. The Mayor did not include an increase for customers to cover this.

The Mayor is proposing a 1.6% merit budget. A survey was conducted and many cities are not providing an increase for employees this year; some are doing 2%, some are giving bonuses. He felt that with the reduction in force and reorganization, City employees have stepped up and continue to provide excellent service to residents. Employees are falling behind on their compensation. The Consumer Price Index (CPI) by 1.6% last year. There are also funds included in the budget for market adjustments and normal career progression.

The compa-ratio (percent to market) has continued to drop since 2007. In 2007 the City was up to almost 97% comparison; now it is down to 92%. This is the lowest it has been in many years. There are a lot of reasons for this, but the Mayor felt that even with the current unemployment, the City needs to treat their employees with respect and honor.

The following items are also in the budget:

- ❖ 15% increase for health insurance rates, but hopefully this is too high.
- ❖ Workers compensation savings. There has been a 15% reduction in claims this year.
- ❖ Short-term disability was changed to the same provider as the long-term disability. This has reduced costs.
- ❖ Educational assistance was increased in this budget. The use of this program has increased.
- ❖ Continuation of computer purchase program. This is a revolving program that does not cost the City any more money than what was initially set up.

Mayor Fife stated that UTOPIA continues to be an issue. They have not been able to release the City from paying the sales tax pledges (\$34,500/month). The City is still working some other issues on expenses and reimbursements with UTOPIA. A positive note with UTOPIA is that the contractor paid for fiber optic conduit throughout the Cottonwood Grove Subdivision and UTOPIA funded the connection boxes.

The City is looking at a Brigham City TV station using fiber optics with essentially no expense to the City. Citizens will be able to watch school sports and Council meetings.

There is a 14.9% transfer from the Utility Fund to the General Fund proposed in the budget. The goal is to continue to reduce the amount of this transfer. Every \$175,000 reduction in General Fund projects reduces the transfer by approximately 1.0%.

In the last few years the General Fund budget has been in the \$12M-\$13M range. This proposed budget is \$11,257,000. Last year's budget was \$11,100,000. This proposed budget is slightly over that, but it allows more capital projects. It is a savings of over \$1M over the previous year's. The overall budget is a little over \$41M. The Utility Fund is 56% of that, but it generates revenue to cover their expenses plus keep the infrastructure maintained.

The Mayor added \$50,000 to the Electrical Emergency Fund and \$100,000 to the Disaster Fund in the proposed budget. There is a balance of \$2.5M in the Utility Fund, which will also show an increase during the next budget cycle. However, after reviewing the City's current focus on flood control of the Box Elder Creek, the Mayor recommended the City Council consider allocating the use of the Disaster Fund to improve aspects of water control. He has asked the City Engineer to explain this further.

Mr. Jones came forward and explained that the main concern is the Box Elder Creek. There is a diversion structure that the City can either send water down the creek or to the Mantua feeder ditch.

Mr. Jones' office did a snow depth analysis of the higher elevations. As of April 19, 2011, there is still 5-6' of snow in the highest elevations. The lower areas in the drainage basins still have 2-8" of snow. Most of the snow in the Mantua Drainage Basin has melted. The average snow depth in the Chatfield Basin at present is 36-48".

As of April 19, the Box Elder Creek Drainage Basin has 8,700 acre feet (ac-ft) of water. To compare, the entire Mantua Reservoir holds 6,883 ac-ft. The Mantua Drainage Basin has 1,000 ac-ft. The Mayor's Pond spillway has 650'-800' cubic feet of water per second (cfs) capacity. In the main Box Elder Creek channel there is approximately 1,500 cfs capacity. The Mantua Feeder Canal has about 80 cfs capacity.

Mr. Jones recommended several improvements that can be done to help alleviate future flooding, as budgets permit.

- ❖ Increase the capacity of the feeder canal so there is the option of taking on water in the Mantua Reservoir,
- ❖ Increase the capacity of Mantua Reservoir. There are two ways to do this:
 - Dredging
 - Raising the spillway
- ❖ Improve the diversion structure as needed.
- ❖ Potentially increase capacity of Box Elder Creek in isolated areas within town. This is a challenge because it is private property.
- ❖ There is potential to have an automated spillway at the Mantua Feeder Canal that would hold more capacity.
- ❖ Improve the diversion structure.

SCHEDULED DELEGATION

Proclamation Declaring April 29 Arbor Day

Mr. Mike Phillips, Chair of the Shade Tree Commission, came forward and announced that this is the 25th year that Brigham City has been a Tree City USA. The City will have an Arbor Day Celebration on April 29 at 10:30 AM at Constitution Park. The third graders from Mountain View Elementary will perform a program. The Mayor read and signed the proclamation declaring April 29 Arbor Day.

NEW BUSINESS

Proposed Policy for Fiber Optic Customers at Cottonwood Grove Subdivision

Mr. Leonard explained that the developers of Cottonwood installed fiber conduits to each of the homes. Residents have contacted the City and would like to be connected. City Staff has worked up a policy for those residents to be connected and to pay back the City for the initial investment by the citizens to have the fiber installed to the City and to the cabinet. He proposed that the Cottonwood Grove residents be required to pay the City \$10.00 per month. If the Council approves this fee, staff would develop a contract for those wishing to sign up for fiber optics. The resident would then contact UTOPIA who would give them information on the service providers. The resident would be responsible to pay the \$10.00 as long as they are a UTOPIA customer. The \$10 would be charged on their utility bill. The money would go into the Telecommunications Fund recently set up by the Council.

Councilmember Ericson expressed concern with whether customers will stay with UTOPIA long enough to pay it back due to the current substandard of their TV and phone service. If the payback is based on customers' connection to UTOPIA for a number of years, he was not confident they will stay connected for 20 years. Councilmember Marabella said the \$1200 has already been paid, so every \$10 the City receives is \$10 ahead.

MOTION: Councilmember Vincent made a motion to approve the proposed policy for fiber optic customers at the Cottonwood Grove Subdivision. The motion was seconded by Councilmember Marabella and unanimously carried.

PLANNING COMMISSION BUSINESS

Final Plat Approval of the Cottonwood Grove PUD Phase 2 Located at 540 South and 800 West and Request for Storm Drain, Sanitary Sewer and Temporary Road Easements Associated with the Development of this Phase Located on Future Phase 3 Property Owned by Brigham City

Mr. Bradley came forward and explained that this is the final plat for Cottonwood Grove. It is subject to reviewed of the final plat and construction drawings by the City Attorney. There are some easements associated with this request as well, and two development agreements.

There are 47 lots in this phase, which includes 21 duplexes and five single family dwellings.

MOTION: Councilmember Marabella made a motion to approve the final plat for the Cottonwood Grove PUD Phase 2 as presented, with the understanding that it is contingent on final construction drawings and final approval by the City Attorney, seconded by Councilmember Ericson and unanimously carried.

OTHER BUSINESS

Mayor fife scheduled a work session for April 26 at noon to work with Thomas Development on the Intermountain School Property. Councilmember Marabella said he would not be able to attend. Councilmember Ericson will be available by telephone only. Councilmember Jensen will still be out of town.

A motion to adjourn was made by Councilmember Marabella. The motion was seconded and carried unanimously. The meeting adjourned at 8:32 PM.