

PERRY CITY WORK SESSION  
PERRY CITY OFFICES  
May 12, 2022

6:00 PM

OFFICIALS PRESENT: Mayor Kevin Jeppsen presided and conducted the meeting. Council Member Nathan Tueller, Council Member Toby Wright, Council Member Blake Ostler, Council Member Dave Walker and Council Member Ashley Young

OFFICIALS ABSENT: none.

CITY STAFF PRESENT: Robert Barnhill, City Administrator; Shanna Johnson, City Recorder; Scott Hancey, Chief of Police; Tyler Wagstaff, Public Works Director

OTHERS PRESENT: none.

#### **ITEM 1: Welcome to Order and Welcome**

Mayor Jeppsen welcomed everyone and called the meeting to order.

#### **ITEM 2: Fiscal Year 2022-2023 Budget Planning**

Public Works Director, Tyler Wagstaff began the budget work session by giving a parks report. He said this year they have contracted out for \$500 per week services to mow the lawns at the city parks. He also said earlier in the week they replaced the doors at Mountain View Park, but they still need to put locks on them. He mentioned that it would be a good idea to put security cameras at all the city parks. Next he said that his department has budgeted for a side-by-side vehicle. This utility vehicle will be used for both the park and street projects. He stated their plan is to sale two of the city trucks, which will pay for the side-by-side and one year's lease on a new city truck. In addition, they increased the Parks Equipment and Improvement Capital Projects fund by \$40k to go toward the purchase of new playground equipment and to make improvements at the parks.

Ms. Johnson explained park impact fees are also available, noting that the impact fees get allocated to different areas of the park improvements. Mr. Wagstaff said that replacing the park playground equipment was at the top of his list this year. He indicated that all the parks need improvements even Perry Park which needs a new drinking fountain and barbeque grates. He continued explaining that in the parks future fiscal budgets there are plans for improvements at Dale Young Park including trail restoration, tree removal or replacement, paved parking with curb and gutter, and adding electricity to the bowery. Then he and the council discussed other improvement needs and or ideas for the city parks.

Council Member Walker asked if there was a current bid to replace the equipment at Mountain View Park. Mr. Barnhill said to save cost he recently reached out to the vendor for a price on a smaller version of the previously proposed equipment, but he hadn't received a bid yet.

Council Member Young asked the cost of repairing the basketball court at Perry City Park or converting it to a pickle ball court. She then asked Mr. Wagstaff for more information about the park

mowing contract. There was not a current bid available and it was discussed that it would depend on whether this was just painted or resurfaced. Mr. Wagstaff explained the mowing contract is just for mowing at the parks and does not include the mow strips along the highway. He said that the mowing service should save costs as compared to paying a full-time employee. Ms. Johnson added that in the past we have had a full-time employee and a seasonal part-time employee doing the mowing.

Next the council discussed the possibility of getting grant money for the city parks. Mr. Barnhill mentioned that the city would have a better chance of getting grant money if it's for a regional project.

Ms. Johnson advised that the council will be getting updated workbooks and (budget) state forms. She said this paperwork will show the impact fees for the budgeted items they discussed. She noted that the drinking fountain and BBQ pit has been added to the parks budget for Perry Park, which are not impact fee related, but part of the operations budget. She noted that impact fees scheduled for the 1200 West North trail had not been added to the Capital Projects fund, this gave the city more available funds for the project, creating additional left over money in the project fund, which can be put toward the next 1200 West project, connecting the street to 1100 South. Ms. Johnson stated this required less money to be transferred from the general fund for the project and reduced the use of fund balance required in the general fund. She advised the changes in the new workbook are highlighted in yellow. Council Member Young and Mr. Wagstaff discussed getting cameras for the parks. Council Member Walker asked about the long term plans and the possibility of receiving grants for a bike course or trail.

Mayor Jeppsen asked the councils opinion of the Parks timeline presented in this budget. Council Member Tueller said he appreciates this timeline. Mostly so they can put money aside for future plans, then when the time comes for the project the city has the money available to complete it. He reminded the council that as the city grows so does the revenue from the tax base.

Mayor Jeppsen then moved to another item the council needed to discuss. The topic was a market and performance increase for city employees. Ms. Johnson gave a slide presentation which showed that compensation tools typically used by the city including: market based increases using compa-ratio, performance increases, and cost of living increases based on the CPI (consumer price index). She noted that in the past we have looked at the CPI on a 2-year average. She said when we reviewed the 2-year average in January it was at 4.2%, but the CPI showed inflation of 7% in January as compared to the prior 12 months. She stated that if the CPI was pulled today it would be more like 8%. Ms. Johnson expressed that recently it has been difficult to get and keep staff. She said we are experiencing an interesting trend where people are okay to travel further to work for better pay. Shanna reviewed various compensation plan options to the council:

BRAG-7 Plan:

- Bases Market Increases off the Bear River Area
- Provides Performance Increases at our standard percentages
- Provides a 7% COLA (cost of living allowance)

Step Up-7 Plan:

- Bases the Market Increase off a travel radius of 35 miles

- Provides Performance Increases at a 1% higher percentage rate for each grade
- Provides a 7% COLA

#### BRAG-4.2 Plan

- Provides the same Market and Performance at the BRAG 7 Plan
- Reduces the COLA to 4.2%

#### Step Up-4.2 Plan

- Provides the same Market and Performance increase as the Step UP 7 plan
- Reduces the COLA to 4.2%

Ms. Johnson stated that the BRAG 7 plan is currently included in the tentative budget.

Next, she presented the following highlights from the slides to the council:

#### BRAG 7 Projected Outcomes:

- Average Performance Increase = 2.54%
- 14 of our 21 Employees will qualify for a market increase
- Average Market Increase = 1.45%
- Total Average Increase (Perf, Mkt, Cola) = 10.91%

#### Step-Up/Travel 7 Projected Outcomes:

- Average Performance Increase = 3.54%
- 17 of our 21 Employees will qualify for a market increase
- Average Market Increase = 2.64%
- Total Average Increase (Perf, Mkt, Cola) = 13.10%

#### Compensation as % of Budget (Based on BRAG 7)

- General Fund = 33.4%
- Utility Fund = 27.5%
- Sewer Fund = 20.9%
- Total Budget = 30.4%

She mentioned that there are other options the council may select. For example, a lower cost of living increase of 4.2%, utilizing the travel area radius pay for certain departments or titles that may be experiencing more competition, adjusting performance increase percentages, or other such inputs. She said she could send the information from her research to the council members.

Council Member Ostler asked Ms. Johnson to explain the Step-Up plan and what the logic is in increasing the performance pay increase; has the performance of the average employee increase such that our range would increase. Ms. Johnson said if the employee is performing at a meets level or higher, because they have gained knowledge and experience, yes they are. Ms. Johnson advised that a performance increase is an incentive for people to perform at a higher level or continue to be exceptional. Mr. Barnhill said that performance increases are more subjective and not based on a science, but if you feel that there is more to be done in compensating employees that is a place where we could have more flexibility.

Council Member Ostler stated he thinks we also need to be careful with looking at travel radius, for example paying a Davis County wage for a Box Elder County job.

Council Member Walker asked if the performance factors and ratings change based on experience. Ms. Johnson said yes, there are levels within a position and we use a performance system provided by HR Performance Pro, which allows reviews to be customized by management per employee's position.

## **ADJOURNMENT**

Mayor Jeppsen closed the work session.

The meeting adjourned at 6:56 p.m.

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Shanna Johnson, City Recorder

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Kevin Jeppsen, Mayor

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Anita Nicholas, Deputy Recorder