

Mayor
Kenneth Romney

WEST BOUNTIFUL CITY

City Administrator
Duane Huffman

City Council
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CITY COUNCIL MEETING

THE WEST BOUNTIFUL CITY COUNCIL WILL HOLD A SPECIAL MEETING

AT 7:00 PM ON WEDNESDAY, APRIL 26, 2017,

AT CITY HALL, 550 N 800 WEST

TO DISCUSS THE FISCAL YEAR 2018 PROPOSED BUDGET

Individuals needing special accommodations during the meeting should contact Cathy Brightwell at (801)292-4486 twenty-four hours prior to the meeting.

This agenda was posted on the State Public Notice website, the City website, emailed to the Mayor and City Council, and sent to the Clipper Publishing Company on April 21, 2017.

Minutes of the West Bountiful City Council meeting held on Wednesday, April 26, 2017 at West Bountiful City Hall, 550 N 800 West, Davis County, Utah.

Those in attendance:

MEMBERS: Mayor Ken Romney, Council members James Ahlstrom, Kelly Enquist, James Bruhn, Mark Preece, and Andrew Williams

STAFF: Duane Huffman (City Administrator), Police Chief Todd Hixson, Cathy Brightwell (City Recorder), Steve Maughan (Public Works Director), Paul Holden (Golf Director), Josh Virostko (Golf Superintendent)

GUESTS: Alan Malan

Mayor Romney called the Special meeting to order at 7:04 pm.

FY 2017/2018 Budget – Police Officer, Golf Fund, Enterprise Funds

Duane Huffman explained that this meeting will include discussion of a new police officer, the Golf Fund, and Enterprise Funds. The meeting next week will include Capital projects and City Grounds & Buildings including Audio/Visual upgrades for the Council Chambers. As the Budget Officer, he is required to present a Tentative Budget at the first meeting in May.

Police Officer

Chief Hixson presented information regarding the proposal for a new police officer to be added to the force. He explained that the primary area of need is in investigations. An additional officer will allow modifications in current assignments to augment investigations, making it possible to bring the number of active cases in investigations to a manageable level without sacrificing the quality of the service provided. With a 19% increase in cases over the last four years, many of those requiring significant time, e.g. sex offenses have increased 62% over the same period, West Bountiful's detective has been working between 40 and 50 active cases at any given time during the year with the other officers in the department assisting with local investigation.

The total annualized cost is estimated to be \$94k/yr. which includes a starting salary of \$72k (entry level, tier 2, with family benefits), and \$22k in equipment

Mayor Romney commented that the Department has usually been down an officer for the past several years which has forced overtime and case overload, so he is not concerned about adding the position, which he views is better than officer burn-out.

There was discussion about how much time is spent investigating cases. The Chief responded that they have a huge case load and just recently closed out some 2015 cases. He said it is impossible to know when cases will blow up and take a lot of time, especially when they turn out to have federal ties, resulting in overload for the entire department. Some cases like sex crimes require very specialized training. He added that the Department is finally getting some stability with staff staying around longer, and they all work very hard.

Public Works Equipment

There was discussion about equipment needs for Public Works. Duane reviewed current inventory and recommendations for the upcoming budget year.

Backhoes – We currently have three - 2004, 2005, 2016. **Recommendation is to sell one for an estimated \$25k and discontinue the lease on another (\$900yr. lease ends 6/21/17) and purchase a new dependable backhoe for \$91.2k for a net cost of \$65k.**

Loader – **Recommend selling back the 2016 loader September 1 for \$149k (\$22K profit) and purchasing a new one for \$155.7k. Under the new sell-back program we will be able to sell it back in the future for approximately \$171k.**

Roller/trailer - Was purchased in 2016.

Vacuum trailer – Currently old and undersized.

Roadside mower – Was purchased in 2015.

Snow Plows – We currently have a 1995 GMC TopKick, a 2004 Sterling 10-wheeler which is also our primary dump truck, and a 2014 Freightliner. **Recommend putting \$50k into Capital Fund to look for a used plow to replace the 1995 TopKick.**

Vehicles – We currently have a 2004 Parks truck, a 2012 with snow blade (Nate), 2-2013 (Steve, Rocky), 2-2015 (Blake, Jake), and a 2015 1-ton dump truck with plow and spreader. **Recommend selling or trading in the old Parks truck, giving Steve's double cab to Parks making it easier to carry seasonal employees, and getting a new truck for Steve.**

Recommend waiting to replace Rocky's 2013 truck until FY2019; new Vac truck until FY2019 (\$60k); Excavator 2-5 years (\$49k); Mini-sweeper 2-5 years (\$50k); and Parks tractor indefinitely (\$30k).

Golf Fund

Duane explained the golf course has seen an average 3% revenue growth over the past five years, but pointed out that there have been large year-to-year swings, primarily due to weather. Operating costs are more consistent; FY 2017 is currently projected to end with a net loss of \$22k.

There was discussion about options to handle revenue shortfalls including increasing fees, adding revenue from creative sources such as lights on the driving range, cross country skiing, fish pond, etc. Funding sources such as RAP and transfers from General Fund were discussed. It was noted that Parks are funded through General Fund but the perception is different when the General Funds is used for the golf course.

Duane listed the FY-18 Expenditure needs.

Irrigation system – Our current system is 1993 and wired in ground. The new systems are wireless – better control and reliability. **Recommend computer system and satellites that allow communications of control system with all 28-29 pedestals - \$100k.** Duane suggested we may want to consider financing – Josh will check into options.

Sand storage – We use very expensive sand for the course and lose 10-15% because it is not covered.

Cart paths – We did a lot of work on cart paths last year and now a slurry seal is needed. During the meeting, a cost of \$20k-\$25k was suggested by Mayor Romney.

Drainage/ponds – This wet year has emphasized the need for better drainage. Staff is still working on ideas and costs.

Carts – 10 new carts would get the course to 70 to help cover tournaments and high use. This would be an ongoing cost of \$7k/yr. We would lease the new ones and keep the 2008 carts that we own to use for tournaments and high volume days. Storage is an issue, with the current plan to store the old carts at the maintenance yard.

Drinking fountain – Drinking fountain by Pro shop \$2k.

Counter Display – A new display counter in pro shop \$6k.

Education – Recommend \$5k for continuing PGA continuing education for Paul/Dallas. This has been budgeted for last few years but has not been used.

Seasonal Help – We need to pay our part time employees more to be competitive.

Duane also recommended planning to transfer a set amount to Golf Fund every year from the General Fund until we reach a point where the Golf Fund can be self sufficient.

After discussion from the Council, the tentative budget will include the irrigation (financed), cart path maintenance, additional golf carts, education, and additional funding for seasonal staff. Also, the tentative budget will include a transfer from the General Fund to help with operations and from the RAP Fund for projects.

Enterprise Funds – Water

Revenue is good with 2-4% growth in sales. We are scheduled to review rates again next spring. Holly has paid in full (\$1m) according to their agreement.

Expenditures – We are working on a new well, and expect water capital projects on 660 West, 560 West cul-de-sac, and possibly some smaller projects.

Operations – Vehicle/equipment maintenance – we are looking at installing back-up cameras on all trucks for safety. New valve lids (\$2k), backflow setters (\$10k), hydrants (423k)

Enterprise Funds - Solid waste

Revenue is steady, self-sufficient.

Expenditures – Garbage collection rates will go up 3% for inflation costs (\$5k) as per our contract. Tipping fees appear stable for now.

Enterprise Fund - Storm Water

Revenues are stable, flat; they cover day to day expenses but does not contribute much to infrastructure (\$25). When we reduced water rates a few years ago we increased storm drain and we may want to look at that again.

At the next meeting on May 2, we will discuss:

- Capital projects, City Buildings and Maintenance
- Compensation plan – hope to have preliminary numbers.
- Present Tentative budget – a Final must be approved before June 21.

2. Adjourn. Meeting adjourned 8:43 pm

The foregoing was approved by the West Bountiful City Council on Tuesday, May 16, 2017.

Cathy Brightwell
Cathy Brightwell (City Recorder)

