

**SMITHFIELD CITY COUNCIL**

**MARCH 27, 2019**

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, March 27, 2019. The meeting began at 6:30 P.M. and Mayor Jeffrey H. Barnes was in the chair. The opening remarks were made by Deon Hunsaker.

The following council members were in attendance: Deon Hunsaker, Jamie Anderson, Bart Caley, Wade Campbell and Curtis Wall.

Police Chief Travis Allen, Fire Chief Jay Downs, Golf Pro Eric Kleven, Golf Superintendent Chad Daniels, Rec Center Director Brett Daniels, Public Works Director Doug Petersen and City Recorder Justin Lewis were also in attendance.

**VISITORS:** Tatelyn Clark, Kiley Jensen, Melissa Niederhauser, Kiara Robison, Brad Schumann, Kristen Schumann, Bethany Balady, Irma Mora, David Anderson, Jaime Blaser, Michelle Anderson, Violet Poulson, Cathy Brooksby

**APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MARCH 13, 2019.**

\*\*\*A motion to approve the city council meeting minutes from March 13, 2019 was made by Bart, seconded by Wade and the vote was unanimous.\*\*\*

Yes Vote: Hunsaker, Anderson, Caley, Campbell, Wall  
No Vote: None

**RESIDENT INPUT**

Mayor Barnes introduced Kristin Schumann.

Kristin is an accomplished athlete and student at Sky View High School. Kristin recently won *The Herald Journal* Player of the Year award for the local high school volleyball season.

Mayor Barnes presented Kristin with a recognition plaque for being a good person, an example for others to follow and her accomplishments as a student and athlete while attending Sky View High School.

Curtis mentioned Kristin is an accomplished volleyball and basketball player.

Curtis mentioned Kristin also works at the rec center with the volleyball program and other programs and is an exceptional person and student.

Mayor Barnes mentioned this is the seventh year in a row a member of the Sky View High School volleyball team has been named player of the year.

Kristin mentioned Sky View won the state title in volleyball in the 2012/13 school year as well as this year.

**INTRODUCTION OF THE 2019 AMBASSADOR PROGRAM SCHOLARSHIP RECIPIENTS.**

Mayor Barnes mentioned Curtis, Wade and Jamie participated in the interview process for the Ambassador program this year.

Jamie mentioned Cathy Brooksby has overseen the program for many years and thanked her for her service.

Five young ladies were selected to represent the city this year in parades, at ball games and other city related functions.

Jamie introduced the 2019 ambassador scholarship recipients: Kiara Robison, Kiley Jensen, Tatelyn Clark, Violet Poulson, and Natalie Oar. All were in attendance except for Natalie as she was out of town.

Mayor Barnes mentioned Health Days is the first parade of the year.

Mayor Barnes thanked the ambassadors for their willingness to volunteer their time for the community.

**DISCUSSION AND POSSIBLE VOTE ON MAKING APRIL 2019 SEXUAL ASSAULT AWARENESS MONTH IN THE CITY.**

Bethany Balady informed the council she is a prevention educator for CAPSA (Citizens Against Physical and Sexual Abuse). CAPSA is state and federally recognized. The local CAPSA center supports people from Cache and Rich Counties. The services are free and confidential.

Bethany asked the council to support CAPSA in making April Sexual Assault Awareness Month in the city.

In Utah, 1 in 3 women and 1 in 7 men will experience intimate partner violence in their lifetime.

Utah has a higher rate of sexual assault than the national average.

Bethany asked the council to “Start By Believing” which means people need to understand and believe those who make this type of claim.

Bethany mentioned the council can help CAPSA by posting information on social media and other city sites.

On April 29<sup>th</sup>, a 40 hour advocacy training period starts.

Residents, youth council and the city council can have educational classes taught to them free of charge.

Bart mentioned several local businesses are supporting the proclamation as well.

Curtis asked if the information will be posted on the city Facebook page? Justin replied information provided by CAPSA is posted when received.

Bethany thanked the council for their willingness to support the proclamation.

Wade mentioned this is a serious issue and a real problem and is constantly in the news. Bethany mentioned sexual assault is an under-reported crime. Locally, people take pride in not asking people to help them. It is hard to get people to talk about these types of situations.

Mayor Barnes asked Bethany if CAPSA works with other local organizations? Bethany replied CAPSA has a good working relationship with The Family Place and several other local organizations.

The consensus of the council was to support April 2019 as Sexual Assault Awareness Month in the city.

<p><b>DISCUSSION AND POSSIBLE VOTE ON MAKING APRIL 12, 2019 NATIONAL SERVICE RECOGNITION DAY IN THE CITY.</b></p>
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Mayor Barnes informed the council April 12<sup>th</sup> is National Service Recognition Day. Some residents of the valley will be recognized at the Cache County Courthouse for service rendered to local schools and communities.

Mayor Barnes read the following statement: “Therefore, be it resolved that I, Jeffrey H. Barnes, Mayor of Smithfield, do hereby proclaim April 12, 2019, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our city; to thank those who serve; and to find ways to give back to their communities”.

Mayor Barnes mentioned he had been thinking about the many volunteers in the city who benefit the city. The city has several volunteer committees and programs such as the Ambassador Program, Youth Council, Tree Committee and Library Board plus others. Volunteers are involved in almost all of the programs the city oversees and operates. The rec center utilizes volunteers in their programs and events. There are many great people in the city willing to volunteer.

Curtis asked what is being required of the city by supporting this proclamation? Is someone being recommended for service rendered? Is a project being completed? Bart replied the proclamation is to raise awareness and thank those who volunteer.

Mayor Barnes mentioned the recognition event is on April 12<sup>th</sup> at 2:00 P.M. at the Cache County Courthouse and anyone can attend. At that time some local volunteers will be honored and recognized.

Mayor Barnes mentioned he was working with Rodney Pack on this project. A local resident will be submitted to Rodney for his group to consider recognizing. If the person is selected an invitation card will be sent to him/her asking him/her to attend the event.

Curtis mentioned he would try and attend the event in behalf of the council and city.

Mayor Barnes mentioned most of the other local cities in the valley are supporting this proclamation.

Deon mentioned local organizations are struggling to find people to volunteer and help. It is sad people are not volunteering time like they have in the past.

Mayor Barnes expressed concern for two local groups he felt might have to close in the next decade because of a lack of volunteers.

Membership in the Lion's Club is diminishing.

Mayor Barnes mentioned he is the youngest local member of the Sons of the Utah Pioneers. Most of the members are ten to fifteen years older than Mayor Barnes.

<b>INITIAL DISCUSSION AND PRESENTATION ON THE FISCAL YEAR 2020 BUDGET WHICH IS THE PERIOD OF JULY 1, 2019 THROUGH JUNE 30, 2020.</b>
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Craig informed the council of the timeline of discussing and adopting the new fiscal year budget.

The initial presentation is at this meeting.

At the April 10<sup>th</sup> council meeting the tentative budget will be adopted so it can be posted for public review.

The public hearing is tentatively scheduled for Wednesday, May 8<sup>th</sup>.

The approval of the budget would be at the Wednesday, May 22<sup>nd</sup> council meeting.

Highlights for the new budget will be reviewed. The department heads will each review their budget and answer any questions the council might have.

Craig reviewed General Fund Revenue.

Property tax collected for the payment on the Rec Center bonds has now been paid off. Approximately \$187,279 in property tax dedicated to this payment will no longer be collected.

Telecommunication tax is decreasing. Residents are using more cell phones and getting rid of the landline phones in their homes.

Franchise tax is increasing. As Comcast expands their business the city receives more revenue.

Total tax received is projected to decrease \$212,707.

Building permits are projected to decrease. The number of single family homes being built in the city is decreasing at this time.

Dog license revenue is decreasing. The population is increasing and dog license revenue should be increasing not decreasing. The city did not have an animal control officer for a long period of time. The only way to find out the actual number of dogs in the city and get them licensed would be to go door to door but that is not possible due to limited staffing.

The current fiscal year is 75% complete and dog license revenue is only 50% of what was projected.

Grant revenue is not budgeted for until the funds are received.

Wildland fire income and expense is not budgeted for until funds are actually received and paid out.

Planning and zoning fees are projected to decrease. Less construction of new homes in the city means less fees collected.

Grave plot purchases are decreasing as fewer lots are available for purchase.

Burials are increasing. As the population grows the number of burials done per year will increase.

Court fines are decreasing. This is a local and statewide trend.

Library fee revenue is predicted to increase slightly. As the population grows more people go to the library to utilize the services.

The county previously approved a 0.25% sales tax increase for road funding. Starting in July 2019 the city will start to receive this revenue. It is projected the city will receive an additional \$111,000 in funding for road projects. In the past, 40% of these proceeds went to the Cache Valley Transit District (CVTD). The state amended the rules and the percentage can be decreased to as little as 10%. The county is currently negotiating with CVTD on this new change. The additional road project revenue could increase to as much as \$153,000.

Mayor Barnes asked if the CLG (Certified Local Government) grant has been accounted for in the new budget? Craig replied grant revenue is not accounted for until actually received.

Water revenue is projected to decrease. Dedication payments for new subdivisions is projected to decrease. As new construction slows fees collected decrease. Monthly water revenue collected through utility fees is increasing. Overall water revenue is projected to decrease \$70,620.

Revenue from water sales is trending the right way and increasing so funds can be saved for future infrastructure projects.

Right now the city has \$595,000 saved for future water fund projects. Of the saved funds, \$160,000 will be spent in the new budget year to pay for the new test well.

Jamie mentioned when the water rate was increased it was done so future projects could be paid for in cash. Is the projected revenue as planned for? Craig replied that is correct. The water fund has saved the funds needed to pay for the test well project as well as additional future projects.

Sewer revenue is increasing. As the population grows more utility fees are collected so revenue will increase as will expenses.

The city implemented a sewer rate increase a couple of years ago to help pay for the cost of the new treatment facility in Logan.

In the future, a new rate analysis will be done by Logan City and the monthly utility fee will have to change at that time. The city will need to complete a rate study on the collection system in the city as well. In the future, an impact fee will be charged by Logan City for new homes for the treatment of the sewage.

Storm water revenue will increase due to the \$5.00 per month rate increase which will be implemented in July 2019.

So far, \$328,000 has been saved for future storm water related projects.

The storm water highway crossing project will be done in the near future at an approximate cost of \$250,000. Project design will start soon.

### **RECREATION DEPARTMENT**

Rec Center Director Brett Daniels reviewed the rec center budget.

Total revenue is projected to increase \$7,515.

Youth sports is slightly decreasing because of the new high school built in North Logan. Kids from Benson and Hyde Park now have the option to play at their new high school, Green Canyon, where this was not an option in the past.

Miscellaneous program revenue is projected to increase by \$7,500. As some youth programs have gotten smaller new programs have been added in their place.

At this time no RAPZ funding has been approved. RAPZ tax approvals usually happen in May of each year. If approved, the funds will be used to help pay for the Forrester Acres expansion project.

The bond payment in the rec center has been removed as the building is now paid for. The building is almost 20 years old and funds will need to be budgeted in the future to maintain and repair the building. As the building ages a significant expense will be required to maintain the current level of service in the building.

Jamie asked for clarification on the \$105,000 paid to the school district. Brett explained this cost goes up slightly each year. The city pays 35% of the operating costs of the building and the school district pay the other 65%. The cost includes utilities as well as custodial services. Yearly increases have been small overall. Typically the increase is to pay for wage and benefit increases to the custodial staff. A big LED light project was recently done which should decrease the monthly utility cost for the building.

Deon asked where revenue is less than expenses does the general fund cover the difference? Craig replied that is correct.

Deon stated residents expressed concern to him that services are being provided to people living outside of the city where the general fund subsidizes the rec center they are receiving a benefit they have not paid for.

Deon mentioned he coached some teams and had players from as far as Idaho on his team. The concern is these kids are playing in the city and Smithfield residents are subsidizing them being able to play here. Brett replied he felt the kids from out of town are an asset to the program. The more who come and participate the more revenue the center will generate. Program costs do not change much so the more kids who play, no matter where they are from, the less amount is needed to subsidize the rec center.

Curtis mentioned the Top of Utah basketball tournament had 15 teams from outside of the state participate. Teams came from Rexburg, Pocatello and Boise, Idaho. People came to the city and because of that a better quality of play is offered. The better the competition the more desirable the tournament is to play in.

Curtis asked how softball participation can be increased as the sport is dying with less participation each year. Brett replied it is a nationwide trend. Softball was big in the 1990's but has decreased since then. Right now the department still has enough teams to fill the fields four nights per week.

Curtis asked if there will be pickle ball leagues in the future? Brett replied there are already indoor leagues happening right now. A tournament is being hosted at the end of April. Curtis replied it is a new local sport. Brett replied it is the fastest growing sport in the nation.

Curtis mentioned Brigham City has several courts, a league and hosts some major tournaments. When the new courts are completed in the city, additional revenue will be earned.

Craig mentioned the golf course and rec center also bring in funding to local businesses. When people come to town to golf or play in a tournament they also buy food, gas and other items from local businesses. The city receives sales tax revenue from these purchases. General fund revenue

is earned from both of these areas even though it does not show up directly in their individual budgets.

Brett mentioned nationwide rec centers are supplemented about 75% by the general fund of the city. The Smithfield rec center is substantially less than that.

City celebration expense will increase \$3,250 as the residents have made many requests to have movies in the park and concerts in the park come back to the city. These events are free of charge to the residents who attend.

The senior center budget is increasing \$100.

The youth center budget is increasing \$900.

The civic center budget is staying the same.

Curtis asked what the swimming passes expense is where the city does not own the swimming pool. Brett replied the school and city work together to offer a combo pass which allows the patron to use both the pool and the rec center. The city collects all of the revenue from the sale of the passes and then pays some of it to the school for their portion of the passes sold.

Curtis asked if any profit is made from the selling of the combo passes? Brett replied the school gets the profit from the swimming pool portion of the pass and the rec center gets revenue from their portion of pass sales. The rec center does not profit from the swimming pool.

## **POLICE DEPARTMENT**

Police Chief Travis Allen reviewed the police department budget.

Overall expenses are projected to decrease \$22,391.

Minor equipment will increase \$2,001. New handheld radios need to be purchased for the department. The current radios are from 2008 and are nearing the end of their useful life. The plan is to switch them out over a period of time.

Handheld radios cost \$2,537 each. Vehicle radios cost \$2,100 each. The plan is to replace one radio per year. All radios have to be replaced by 2022.

A dedicated tax has been put in place to pay for radios and the associated software. The hope is the tax amount received by the city will help to replace all of the radios which have not been replaced in the next couple of years. This is why only one radio will be replaced by the department per year.

Ballistic vests also have a life expectancy. A new ballistic vest costs approximately \$1,000 and will last for a period of five years.

Radar units for the vehicles cost \$1,700 each.

The main major equipment purchase would be to replace the 2009 Chevrolet Tahoe. The vehicle is now 11 years old and would be replaced by a new vehicle.

Bart asked if the new vehicle would be purchased or leased? Chief Allen replied this purchase would be an outright purchase not a lease. If purchased outright now interest expense would be incurred.

Bart asked if the lease program being used for the Dodge Durango's is working? Chief Allen replied it is but interest is included in the yearly lease payment.

Bart asked why the new vehicle is being purchased and not leased if the leasing program works? Chief Allen replied there is less equipment needed for the new vehicle where it is an investigations vehicle. The leased vehicles include all of the necessary equipment such as the cage, sirens and other items. The new vehicle will be used for a longer period of time than the patrol vehicles. Less equipment is needed as well since a cage, radar and camera are not required.

Wade asked what vehicle is being considered for purchase? Chief Allen replied a six cylinder Dodge Durango. Trucks and sport utility vehicles were both priced. Dodge offered the cheapest option. The vehicle has to be able to carry the tools and equipment needed by the investigator so a truck is not an option.

Jamie asked why wages are decreasing for the department? Craig replied because of turnover in the department. For example, an Officer III was replaced by an Officer I. The Officer I position pays less than Officer III. Some of the more tenured and higher paid employees left and were replaced by new officers who are paid a lower wage.

Jamie asked if the department still has the same number of members? Craig replied that is correct.

Curtis asked if Aubrey Murdoch was replaced? Chief Allen replied the position was changed to an Administrative Sergeant position and another patrol officer was added to the force when the change was made.

Mayor Barnes asked what the Liquor Enforcement expense line item is for. Chief Allen replied the amount of revenue received won't be known until around September but it has been about \$8,000 in the past. The funds are restricted which mean they can only be used for certain items. All funds have to be utilized to deal with alcohol offenses. Overtime shifts, testers, intoxilyzer and cameras can be purchased with these funds. The State of Utah monitors all purchases through this program. A proposal has to be submitted of what the funds will be spent on before the state will release the funds for the items to be purchased. Body worn and dash cameras can be purchased with funds from this program. Craig replied when the actual amount received is known both revenue and expense will be adjusted for this line item.

Chief Allen mentioned a long term goal will be to add another officer to the force. As the city continues to grow another officer will be needed to maintain the same level of service.

Curtis asked how many members are currently in the department? Chief Allen replied ten sworn officers and one civilian officer.

Bart asked how many part-time employees are in the department? Chief Allen replied there is one part-time sworn officer.

Jamie asked what the standard is for the number of officers needed based on population size. Chief Allen replied the federal standard is one officer per 1,000 residents. Most departments have a goal to have 1.5 to two officers per 1,000 residents.

Wade asked why another officer is needed? Chief Allen replied the city is growing and there are more calls for service each year. The calls for service will increase every year. The needs of the department and residents need to be met long term.

Jamie asked how many housing units were built in the city in the last year? Craig replied he would find the report and let the council know.

Jamie replied the general plan estimated 3.4 people per household so he was curious how many additional people were added to the city in the last year.

Wade replied he listened to a report where Smithfield was listed as the first or second fastest growing city in the valley. Craig mentioned Hyrum and Smithfield are the two fastest growing cities in the valley based on the number of building permits being issued.

Curtis asked for clarification on the Weaponry Supplies line item for \$10,500. Chief Allen replied this includes ammunition, the annual Taser contract in the amount of \$2,640, the firearms range fee of \$1,500 paid to Logan City, new firearms and animal control supplies such as darts.

The Taser lease is for 10 Tasers. The Tasers have a full warranty on them.

Bart asked if the ammunition is used for practicing at the range? Chief Allen replied that is correct.

Chief Allen also mentioned that line item includes sights for the firearms, targets, cleaning supplies and knives.

Bart asked if it would be cheaper if the city had their own firearms range? Chief Allen replied it would be nice if the range was closer to the city but purchasing land and the initial investment would be substantial.

Wade asked which firearms are used by the department. Chief Allen replied the officers use a Glock Model (22) 40 caliber and the detective and administrator carry a Glock Model (23) 40

caliber. The department policy mandates which firearms are allowed. The Glock Model (27) 40 caliber is also allowed.

Wade asked if all the firearms were the same caliber? Chief Allen replied that is correct.

Mayor Barnes asked if the charge from Spillman is a yearly fee? Chief Allen replied Spillman and Lexipol are a yearly fee. A yearly fee is paid to Logan City as well to coordinate dispatch.

Lexipol is a policy support program. The program is maintained and overseen by a team of attorneys who make changes as state and national policies are modified or added. Daily training is done by each officer with this software and it is logged in the database as proof of training.

### **FIRE DEPARTMENT**

Fire Chief Jay Downs mentioned the budget is very similar to the past but does not include any wildland fire revenue or expense. Until the staff actually goes on a wildland fire it is not accounted for.

In the current budget year wildfire revenue was over \$200,000 and the profit of around \$110,000 was used to purchase new equipment.

Without wildland fire profit the fire department would have to purchase equipment with funds from the general fund.

SCBA's (Self Contained Breathing Apparatus) are being purchased with the funds from this year. Each SCBA costs \$6,000. The next new unit will be the 24<sup>th</sup> purchased in the last few years from the profit from wildland fires.

Wages paid to the full-time employees are under market value by as much as \$6,000 per year for a firefighter. The captains are under paid as well.

The majority of the wages for the full-time employees are paid by the Cache County ambulance program. There is a contract in place for the ambulance program and the city only pays about 7% to 8% of the cost. The city will need to spend more on this program in the future to pay their fair share. The county contract is currently being reviewed. The contract has worked since 2005 and since then call volume in the city has doubled.

A new addition to the program, in the future, will be paramedics. Better and higher quality of service can offered from a paramedic. Additional funding comes to the program if there are paramedics on staff.

Bart asked if the plan is to go to a fee for call system in the future? Chief Downs replied that is correct.

Chief Downs explained an additional \$450 per call in revenue will be received if a paramedic is part of the call for service.

Paramedics can offer a better level of care, carry additional types of pharmaceuticals and have more training.

A full-arrest happened in Richmond on Tuesday, March 26<sup>th</sup> and with staff from Richmond and Smithfield a heartbeat was brought back when the patient did not have one before the first responders arrived. The patient was transported and has the possibility of surviving. The skills and knowledge of those on the scene saved the man's life.

In the last two to three years six members of the department have accepted employment at other local agencies. Recently an employee left and went to the Logan City Fire Department. Another one went to the Idaho Falls Fire Department. On average the employees are making \$6,000 to \$7,000 more per year and doing the exact same job as they were in Smithfield.

Bart asked if an analysis had been done on what is needed in regards to wages to be comparable with other local departments? Craig replied one was done in 2018 and the difference will have increased since then as Logan City recently increased wages in their fire department. Chief Downs replied on average each firefighter was given a \$3,000 per year raise in that department.

Wade asked if the county contract is in the process of being modified? Chief Downs replied it is in the initial stages of review and is something which will need to be modified long term.

Wade asked for an update on the Hyde Park fire contract. Chief Downs replied he had an initial conversation with representatives of Hyde Park.

Wade asked if the Richmond City contract has been completed? Chief Downs replied it is done and in place.

Mayor Barnes asked Justin if the Richmond City council adopted the changes the Smithfield City council wanted incorporated into the contract? Justin replied the changes had been approved by the Richmond City council at their last council meeting.

Justin mentioned the Richmond City council is thrilled to be working with Smithfield in what they feel is a joint venture. Because of the agreement on the recent full-arrest call both departments worked together to save a life.

Chief Downs mentioned the wildland fire crew is going to go out in May of this year and will most likely end up in New Mexico or Arizona.

Bart asked when the wildland crew started last year? Chief Downs replied in mid-June. A wet winter will result in a lot of growth and vegetation this year.

Curtis mentioned each department has a line item for physicals. Does the city have a contract for physicals? Craig replied the city works with Intermountain WorkMed on physicals. Physicals are required in order to operate certain types of equipment.

Bart asked what is being purchased with the \$5,000 budgeted for minor equipment? Chief Downs replied the department has two sets of extrication tools. The tools need to be tested and maintained and repaired.

Chief Downs mentioned the item being purchased in the major equipment line item is a new squad truck. The truck which will be replaced is a 2007. The truck is starting to experience excessive maintenance and repair costs.

Bart asked if the new truck will be purchased or leased? Chief Downs replied it will be purchased outright as it will stay in the department for at least ten to fifteen years.

Mayor Barnes asked if the cost of the new truck is \$40,000? Chief Downs replied that is correct and a light bar package will be included as well.

The department will receive a new ambulance in the upcoming year. CCEMS (Cache County Emergency Medical Services) pays for the ambulance. The county pays the city a significant amount of money to operate the ambulance. Without the ambulance contract the city would not be able to afford to pay for full-time employees at the fire station.

Jamie mentioned the contracts the city has in place generate almost \$850,000 in annual revenue. Typically fire departments are fully subsidized by the city but in this case the department is close to a breakeven.

Chief Downs mentioned the foundation of the fire department is the full-time employees. Full-time employees cover all of the daytime shifts. The department is hurt when employees leave and go to other departments. Training an employee to work on the ambulance takes a minimum of six months. There is a large learning curve so when an employee leaves it hurts the program and the level of service provided to the community.

### **GOLF COURSE**

Golf Professional Eric Kleven and Superintendent Chad Daniels reviewed the golf course budget.

Total revenue is projected to increase \$4,600.

The golf course just opened for play this year which is later than last year.

Some season pass holders have left and purchased passes at the Logan River Golf Course in Logan.

Weather is the key to whether or not the golf course will have a successful year.

Curtis asked if the season pass holders left Birch Creek and went to Logan River because of the cost of the golf pass? Eric replied that is correct.

Eric mentioned golf passes no longer include golf car rental and that upset a handful of people who chose to go elsewhere. Around six people left and purchased passes at Logan River.

Driving range revenue is projected to stay the same.

Golf Cart rental fee revenue is projected to increase \$20,000. The rental fee was recently increased from \$7.00 for nine holes to \$8.00 for nine holes. Logan River charges \$8.00 for nine holes for cart rental.

Some of the golf carts would be replaced in the new fiscal year. Some of the current golf carts are 18 years old.

The golf cart rental fee has not been adjusted for 13 years until earlier this year.

Rentals of the clubhouse are down substantially and projected to be \$9,000 less in the new budget year than the previous budget year.

Pro shop sales are projected to increase \$9,000.

Jamie mentioned Dustin McKay is taking over the café and catering part of the clubhouse. Eric replied Dustin owns the Beehive Grill in Logan. Right now the café is under construction and the cost is being paid for by Dustin. Dustin will focus not only on golfers but non-golfers in his advertising. When the banquet room is not reserved Dustin intends to offer some nightly specials.

Bart asked if there will be any night dining at the clubhouse? Eric replied that is correct.

Eric informed the council Dustin's parents were some of the original founders of The Coppermill restaurant in Logan. Dustin has been in the restaurant business his entire life.

Curtis asked if Dustin oversees the café at the Brigham City golf course as well? Eric replied it is managed by Irongate Grill. Chad Daniels replied this is the first golf course café Dustin has taken over and managed.

Wade mentioned when he rented the clubhouse for a work party the cost was \$250. Wade had called other places and on average the rental cost was \$500 to \$600. Eric mentioned when the rental fee increased from \$200 to \$250 it upset a lot of people as they felt the building had not been updated for some time and they were not getting anything new for the extra funds paid. Jamie replied the reason the building was not updated was because of the low revenue collected.

Curtis asked how many people can be seated in the banquet room. Eric replied 124 if round tables are used and 160 if rectangle tables are used.

Jamie asked how many members are in the men's association? Eric replied last year there were 377 which was the highest in the state. Normally there are around 340 and it is projected to be around 340 this year.

Jamie mentioned the men's association brings significant revenue to the golf course. Eric agreed as each members pays for green fees and golf cart rental when they play. Men's association members play weekly.

Wade asked if the intent was to have the café offer dinner like at a restaurant? Eric replied that is correct and that is a major change from what has been offered in the past.

Curtis asked if the amount paid by Verizon Wireless for the tower lease could be increased? Craig replied there is a signed contract in place. Chad mentioned the lease fee increases slightly each year as part of the contract.

Chad mentioned the city has to pay property tax on the tower lease agreement as well since the city is profiting from the leased space.

Wade asked how the golf course can get more revenue as he is constantly questioned by the residents who don't golf why they have to subsidize the golf course. Eric replied pro shop employee Keven Oyler went to the three local elementary schools last year and taught golf during four physical education classes. Participation in the junior golf clinic increased because of this. Driving range revenue increased as well as it got kids and their parents interested in golfing.

Bart asked how the golf course is marketed. Eric replied through email marketing, radio advertisements and the use of demo items at the pro shop. Jamie mentioned a weekly email is sent out with updates about what is happening at the course.

Jamie mentioned the pro shop staff had done a great job with tournaments. The state 4A golf tournament was held at Birch Creek this past year. Tax dollars are spent at other locations when people come to the golf course. People will stop at local eateries and convenience stores as they come and go.

Jamie felt comparing Birch Creek to Logan River is apples and oranges. Logan City has an electric fund which subsidizes the golf course and recently paid off the loan on the clubhouse. Eric replied the electric fund in Logan paid off the Logan River clubhouse loan which was around \$1,500,000.

Jamie mentioned the goal of the staff and council is for the golf course to breakeven or make a profit on a yearly basis. There is significant need for some new mowers for the course. New greens mowers are needed.

Weather is a big factor in whether or not the golf course can be profitable. This year is starting later than last year because of the weather.

Curtis asked Eric if he is still coaching the Sky View High School golf teams? Eric replied that is correct.

Eric mentioned 16 girls are participating on the school team and seven have never golfed before. Each one of the girls is required to purchase a range pass as well as a punch pass. Revenue is generated from hosting the school team.

Curtis mentioned Keven does a good job for the pro shop. Eric mentioned Keven will be teaching a late Thursday night golf clinic as well this year.

Craig mentioned the entire budget is prepared by under projecting revenue and over projecting expense so the city does not come up short. All funds are budgeted this way. The intent is to be cautious but optimistic.

Mayor Barnes mentioned the Sky View High School swim team used the clubhouse in the past for their yearend banquet. This year they went to Castle View Manor in Hyde Park. Eric replied they had over 200 people in attendance and the most chairs the clubhouse can hold is 170.

Bart asked if additional space could be leased on the cell phone tower to other wireless companies. Craig replied the contract is exclusive to Verizon. Chad replied Verizon built and paid for the tower and associated building. The city only provided the land for the tower to be placed on. Craig mentioned Verizon pays a lease fee for the land only. All costs associated with the tower are paid for by Verizon.

Bart mentioned if people know about the food options at the café they will come and support it. Eric replied the intent is for the café to open on Monday, April 15<sup>th</sup>.

Mayor Barnes asked how the Beehive Grill is planning to advertise for the café? Eric replied on social media as well as radio. Craig mentioned the Beehive Grill is locally known and people will support it once they know it is open and basically has the same menu as the restaurant.

Eric mentioned wages are a concern for the pro shop and turf center. Three employees left last fall. The highest paid non-full time employee is making \$14.00 per hour. The assistant golf pro accepted employment elsewhere at \$15.00 per hour and had been making \$12.00 per hour at Birch Creek. Pro shop employees have to work weekends, holidays and nights. They do not work an easy schedule. Deniece Spring has been offered \$16.00 per hour elsewhere and is making \$12.00 per hour at the pro shop. Keven Oyler drives from Tremonton each day and makes \$14.00 per hour. Employees are trained and then leave and go elsewhere because of the low pay.

The current job opening had ten people apply. Nine are in school at the local high school and have a very limited work schedule. Most cannot work weekends or Sundays. The positions are becoming hard to fill.

Chad mentioned he is having a hard time filling job openings at the turf center. The advertisement states the wage is \$9.00 to \$12.00 per hour. Everyone interested in the position said they will not come for less than \$12.00 per hour. Almost any position with any company in the valley will start in the \$11.00 to \$12.00 per hour range. Seasonal job openings are hard to fill especially with a low pay rate.

A third full-time employee was hired in the turf center this winter so less seasonal employees will be needed. Morning and afternoon help is still needed.

The largest increase to the budget is for major equipment. The current request is for fifteen new golf carts and two new greens mowers. The oldest golf cart is 18 years old. Some parts can no longer be purchased for the older golf carts.

If new greens mowers are purchased the old mowers will be converted into other types of mowers for the course. Some are used for rolling and others for the approaches leading to the greens. Some are used to verti-cut areas. One of the mowers is a 1989 and the other is a 1990. Used parts are being purchased and used on the fairway mowers.

Jamie asked what the cost is of each greens mower. Chad replied the bid was \$35,000 per greens mower. John Deere offers a cheaper option which does well on flat land but tends to rollover on steep slopes. Toro is being considered for the new purchase. Jacobsen mowers have been used in the past. No matter which unit is purchased it will be demoed before the purchase is completed.

Bart asked how the bid process on the mowers works. Chad replied it is done through the state contract.

Jamie asked what is being done with the 15 golf carts which will be replaced. Eric replied 12 will be traded-in on the new golf carts and three will be given to the turf center to be made into utility carts.

Curtis asked if the credit card fee service had been put out to bid? Eric replied a contract had been signed for a flat 2.50%. Curtis asked if this is only for Visa cards? Eric replied it is for all debit and credit cards.

Wade asked how long the credit card rate processing had been locked in for? Eric replied for a period of five years.

Eric mentioned credit/debit cards are used by the vast majority of people to pay. A recent request was to use Venmo as a payment option.

Bart asked why IT Support is increasing \$600? Eric replied some of the computers are still using Windows 7 and they are slowing being upgraded to Windows 10.

Mayor Barnes asked if the repairs to the building would happen in the current budget year or new budget? Craig replied bids are being obtained. Once the bids are received they will be brought before the council for consideration.

\*\*\*The council meeting was temporarily adjourned at 8:12 P.M. for a short recess.\*\*\*

\*\*\*The council meeting was reconvened at 8:23 P.M.\*\*\*

## **PUBLIC WORKS**

Public Works Director Doug Petersen reviewed several budgets which fall under the public works department.

The Public Works Department is projected to decrease \$28,387 as some employees were reclassified to other positions.

Mayor Barnes asked how wages in a department can decrease? Craig replied some employees were reassigned to other departments with different responsibilities such as water and sewer.

The cemetery budget is projected to increase \$57,753. The main increase being from the purchase of the mini-excavator (mini-x). The mini-x has been leased for a period of three years at \$8,200 per year. The new lease amount is increasing to \$9,000 if the mini-x is not purchased. The original price of the mini-x has been reduced by \$17,000 because of the lease payments made over the last three years. The mini-x is used for all burials. Backhoes are no longer used for burial purposes.

Mayor Barnes asked the cost to purchase the mini-x? Craig replied \$54,000.

Bart asked if the mini-x is used elsewhere in the city as well? Doug replied the bucket has a thumb attachment on it so it is used in the streets department, with sidewalk repair/replacement and when needed for water and sewer line repairs and replacements. The mini-x is quite a bit smaller than a backhoe so roads do not have to be entirely shutdown during a repair.

Bart asked where the mini-x is stored? Doug replied in the maintenance shop at the cemetery. A tilt deck trailer was purchased in the current fiscal year which is used to transport the mini-x when needed.

Curtis asked if the wages paid through the cemetery are for one person? Craig replied that is correct as Jake Andrew has been assigned to oversee the cemetery.

Curtis asked if Jake is considered the sexton for the cemetery? Craig replied the city does not have a sexton by title as Jake is a Parks Maintenance Worker by title. Hayden Downs is the Parks Department Supervisor who oversees the cemetery. Jake will work now through approximately November in the cemetery and then be reassigned elsewhere during the winter months.

Curtis asked where burial fees charged by the city are in comparison to other local communities? Mayor Barnes replied it is lower. Craig concurred.

Craig informed the council Centerville City is out of space so they only sell grave plots to someone in a "time of need". A "time of need" being defined as when someone dies. Plots in that cemetery cost \$2,000 or more. Centerville wants to expand but land in the city is very expensive. Centerville is considering combining with Fruit Heights City for future cemetery needs.

Curtis mentioned grave plot purchase costs in the Boise, Idaho area are \$6,000.

Bart asked how the city can plan for future land purchases for a new cemetery? Craig replied the cost would need to be paid out of the Capital Improvement Fund. There is room in the existing cemetery grounds to expand to the east.

Curtis asked how many burial plots were reclaimed in 2018? Justin replied between 200 and 250.

Curtis asked the staff to review the cemetery fees and consider raising them in the future, if needed. Craig replied he felt the difference between resident and non-resident fees should be greater. Non-residents fees are cheaper than most other local communities charge. Curtis replied it costs 600% more in West Valley City than it does in Smithfield. Mayor Barnes felt the fees should be reviewed and adjusted as needed.

Class "C" Road Fund Expenses would increase by \$23,000.

A new 10-wheel dump truck would be purchased. The city owns two 10-wheel dump trucks the rest are bobtail dump trucks.

Materials such as chips for the roads are hauled with the larger trucks as they can haul substantially more than the smaller bobtails.

Right now chips are being purchased and transported from Plymouth, Utah. Road base is being purchased and transported from Mt. Pisgah at the top of Sardine Canyon. The price savings is substantial when purchasing from these two places.

The current Autocar dump truck is a 1992. The bed needs to be replaced. There is a steering issue where the truck will not track well and is hard to keep on the road.

The new truck would come with a new stainless steel sander, bed and snowplow.

Wade asked what other equipment the department has. Doug replied there is a 1996 GMC bobtail. The International dump truck is about a 2000. The Peterbilt is around four years old. A new Mack truck was purchased in the current fiscal year and has a wing plow. Plow time is cut down substantially because of the wing plow.

Curtis asked where the city had a mild winter if the salt line item stayed under budget? Doug replied that line item is under budget and the bin is about 75% full at this time. The intent is to start the year full and end the year full. This year more salting was done than plowing.

The Parks Department budget is anticipated to increase \$74,548. The biggest increase coming from the purchase of a new parks mower. The mower mows a 12 foot wide swath. The current mower is 11 years old. The current mower is in decent shape and would be used at Mack Park and Sunset Park. The new mower would be used at Forrester Acres. This particular mower is about three times wider than a regular riding lawnmower.

Bart mentioned there is a cost savings in that fewer employees are needed for mowing purposes when such a large swath can be taken at one time.

Curtis asked if there is a cost savings to subcontract out the mowing of smaller areas in the city? Craig replied an analysis had been done two years ago. Two commercial lawn mowing companies were contacted. The companies could not do it because they do not have enough employees to fulfill the request. Good employees are hard to find in the current economy.

Craig mentioned Hyrum and Providence both use private companies for some of their mowing needs. Some of the issues are the mowing is not done as well as the residents expect and when cemeteries are mowed there can be issues with damaged headstones.

Curtis mentioned maybe one park or area could be contracted out. Craig replied the hand mowing route takes two full days to complete.

Curtis asked if some of the park strips were still on the list to have the grass removed and landscaping rock installed such as on 250 East 600 South? Craig replied it is on the list but has not been a high priority project. Mayor Barnes suggested xeriscaping one area per year. Craig replied the first step in the process on 250 East was to remove the trees and they are gone. Curtis mentioned he knows of a resident who would like the sod when the project starts.

The Streets Department budget is anticipated to decrease \$133,399. The current fiscal year included \$165,000 for projects. Craig explained the 1000 South Main project had been completed in this fiscal year and no large projects are included in the new fiscal year.

The crack sealing budget has been increased \$27,000. Crack sealing was tried in the winter when the roads were dry and there was not any frost in the ground. The issue was keeping the rubber hot enough to put in the cracks when the outside temperature was cold. One possibility is to hire some seasonal help to work with one-full time employee to get more crack sealing projects completed.

Street Light maintenance/repair/replacement is increasing by \$4,000. Almost all of the street lights in the city have been changed to LED lights. Utility costs will decrease with the new LED lights installed.

Curtis mentioned some of the street lights in the city are owned by Rocky Mountain Power and some are owned by the city.

All of the street lights on Main Street have been changed to LED bulbs. If they go out, a private company has to be hired to change/repair the lights as the city does not have a big enough boom truck to reach that height.

The new budget includes the addition of one new full-time employee. Three years ago a full-time employee left and the position was not filled. Ryan Gleason was brought back down from the city office to help read water meters, deal with meter installations and other projects. The city is growing so fast another year cannot go by without filling the open position.

Wade asked if the new tractor had been purchased? Doug replied it had been.

Doug explained the staff uses the mower to mow streets and other areas where the grass is long and not maintained on a regular basis.

Doug mentioned the street sweeper is being utilized by the staff for the next two weeks cleaning curb and gutter throughout the city.

Wade asked how the street sweeper is holding up? Doug replied it is aging. One of the broom drive motors was recently replaced. There are four large filters which have to be replaced yearly and they cost \$800 each.

The water and sewer department would purchase a new service truck and trade-in the Chevrolet Duramax which is a couple of years old. The intent is to drive the service trucks for one to two years and get rid of them while the resale value is still high. The utility bed on the truck would be kept. Only a new cab and chassis truck would be purchased. Based on the value of the trade-in the new truck will cost between \$3,000 and \$10,000.

In the sewer fund, system cleaning, equipment lease, street repair and system maintenance are all decreasing.

Deon asked where culinary water expense is accounted for in each department specifically the parks department and golf course. Craig replied in the Utilities Expense line item of each fund. Utilities in the parks department are budgeted at \$63,000 and at the golf course \$46,000. Each building is tracked and charged for usage and the monthly utility fee.

Bart asked if the fence repair at the green waste bins is included in the new budget? The intent was to repair the existing damaged fence and at the same time move the entranceway south so people would not continue to cut across Wade Lindley's parcel. Craig replied it had not been included but he would get a bid for the council to review.

Curtis asked what is included in the Professional Services line item of each budget? Craig replied the city attorney, engineering, accounting and any other type of professional hired by the city.

Mayor Barnes asked why the Eagle Scout project line item in the Parks Department has been reduced to zero? Doug replied those types of projects will be paid out of the supplies or maintenance line items. Craig mentioned the projects are still being completed but paid for out of the specific line item the project effects.

Mayor Barnes replied projects will continue throughout this year but it is an unknown what the future holds for the local scouting program. Doug mentioned several projects have been lined up for when the weather turns warm and dry.

Some people needing community service as part of their jail sentence will be helping clean up Mack Park. About eight to eleven people will participate plus the supervisors who oversee the project.

A local single adult faith based group will help clean up the cemetery on Monday, April 29<sup>th</sup>.

Chad mentioned deer are eating all of the low hanging branches on the trees at the golf course. If they urinate on the greens the grass will die. Hoof prints in the bunkers have to be raked out regularly.

Bart asked if the Division of Wildlife Resources had been contacted about the problem? Chad replied there is not enough financial impact to the golf course for any funding to be paid to the city.

Curtis mentioned dogs were used at a golf course in Idaho so geese would stay away on a long term basis. The dogs were brought in on a daily basis until the geese just stayed away.

Curtis asked Chad if he knew the financial impact to the golf course from the deer? Chad replied he did not as items are dealt with on a day to day basis but not tracked.

Chad mentioned there are on average 50 to 100 deer on the golf course at all times.

Craig mentioned equipment purchases are always a big challenge. Two items the city will need to purchase in the future are a new street sweeper at an estimated cost of \$200,000 to \$300,000 as well as a water jetting truck which will cost \$550,000 to \$600,000.

Wade asked how old the current sewer truck is? Doug replied it is a 1990. Craig replied a new jetting truck would also be used to help with pot holes as well as to jet around water valves. The city might also video the sewer system in the future rather than pay a private company.

Craig mentioned the new budget includes a 3.00% cost of living wage increase for the employees who did not get a market adjustment during the current fiscal year. The library, city office, golf course, fire department and department heads did not receive market adjustments.

Curtis asked if the 3.00% wage increase is already included in the proposed budget? Craig replied that is correct.

Craig mentioned a 15% health insurance increase is also projected and included but the hope is the actual increase is around 4.75%. Fifteen percent will be included until the actual number is known.

Jamie asked how much funding was added to the book line item in the library. Craig replied \$3,000.

Overall the library budget is projected to increase \$5,700.

Curtis mentioned he felt \$12,000 for janitorial services at the library was high compared to other buildings in the city. Craig replied it is the only building in the city which is cleaned daily. The city office building is cleaned twice per week as are some other city owned buildings. The current cleaning services contract is \$20,000 cheaper than the previous agreement. The library

staff received non-stop complaints about the cleanliness of the building until it started to be cleaned daily. The library is considered a high-use area.

Bart mentioned since the full amount of the proposed property tax increase was not approved in 2018 raises were not given to several departments. Where does this leave the city moving forward? Craig replied if no new revenue is generated other expenses will need to be cut in order to increase any other line item.

Bart asked if the property tax amount or rate is increased this year when does the process start? Craig replied the amount of the increase would need to be included in the new budget. Right now nothing has been included in this regard.

Mayor Barnes asked if the 3.00% cost of living increase is included in the proposed budget? Craig replied the 3.00% is already included. It will be up to the council to decide what they want to do with the funds if they choose to raise the property tax rate. Approximately half of the departments did not receive market adjustment allocations last year.

Bart asked for a reminder of how the process works if raising property tax is considered. Craig replied the amount of the increase is included in the new budget. The amount of the increase is not allocated until the request is approved, denied or modified. The property tax public hearing would be held in August.

Curtis mentioned he did not see a budget for the Historical Preservation Commission and was wondering if anything had been submitted. Mayor Barnes replied he received their budget request the day of the city council meeting. Requests have been made for administration, inventory, photos, applications, plaques and markers, and steeple design. The total proposed budget is \$4,000.

Curtis mentioned the request for \$4,000 is not in the proposed budget so will it be included? Craig replied it is up to the council on whether or not to include the request as the council has final say on the budget. Bart mentioned there needs to be more description of exactly what is being applied for or purchased.

Curtis mentioned the Historical Preservation Commission is similar to the Tree Committee and needs a budget but it needs to be discussed and approved by the council.

Bart asked if the budget request was in the minutes of recently held meeting of the Historical Preservation Commission? Curtis replied they had met and the minutes said the budget would be discussed in the future but no specifics were mentioned in the meeting minutes.

Bart asked Craig if this was the first time he had seen this budget request? Craig replied that is correct.

Craig asked for clarification if the budget for the Historical Society and the Historical Preservation Commission are different or the same? Mayor Barnes replied they are separate.

Curtis replied the Historical Society is a different entity than the Historical Preservation Commission as the two committees are different.

Craig asked if a summary had been provided of where the Historical Society would spend their funds? Mayor Barnes replied it would be for Health Days, Founder's Day, items at the museum as well as the city's portion of the CLG grant.

Jamie asked why the two entities were not combined into one for budgetary purposes? Mayor Barnes replied the Historical Preservation Commission consists of six board members where the Historical Society has 30 to 40 members working on projects totally separate from the other entity.

Jamie asked if the budget request for the two entities totals \$8,000? Mayor Barnes replied that is correct.

Curtis mentioned part of the proposed budget is for design of the steeple for the tabernacle. Has the grant been received? Mayor Barnes replied a grant in the amount of \$10,000 had been approved.

Curtis asked what the \$2,500, which is being spent on Thursday, March 28<sup>th</sup>, was being spent on when two sites were going to be visited? Jamie asked for clarification as any current expense is in the current budget year not the new budget. Curtis replied he was told of a meeting where the tabernacle and mercantile store would be visited.

Craig asked the council to let him know if they wanted the \$4,000 Historical Preservation Commission budget added to the new budget.

Curtis mentioned more clarification of what is being done with the grant is needed before the public hearing on the budget so the council can answer questions; if asked.

Bart asked if the proposed budget for the Historical Preservation Commission is based on quotes or just estimates? Mayor Barnes replied the numbers are based on actual costs from the past.

Bart asked what the next step is to generate the property tax increase which was not approved last year? Craig replied it is up to the council in how they want to proceed.

Bart asked for a summary of what had transpired with the property tax rate in 2018? Justin replied property tax revenue would have been just under \$500,000 if no changes were made. The council proposed adopting a rate to generate \$1,000,000 in property tax revenue. The council ended up adopting a rate which generated \$750,000 for the year.

Craig mentioned any new changes will be added before the next council meeting. The tentative budget would be adopted on April 10<sup>th</sup>. The public hearing on the new budget would be on May 8<sup>th</sup> and the council would vote on adopting the new budget on May 22<sup>nd</sup>.

Curtis mentioned the yearly stipend for the planning commission has been \$150 for several years. Curtis proposed the yearly stipend be increased to \$200 per year per person.

Craig reminded the council any changes to the budget will require additional revenue or a decrease in other expenses as the General Fund must balance.

Mayor Barnes asked what percentage of the last property tax increase went to salaries? Craig replied about 75% with the remaining balance being allocated to future sidewalk projects.

Craig replied the market analysis showed an additional \$200,000 is needed for market adjustments for the other 50% of the departments which did not receive an increase.

Jamie mentioned he remembered talking about splitting last year's proposed rate increase over a period of time so he expected to have the discussion again this year.

Mayor Barnes asked the council if they supported considering raising the property tax rate again this year? Deon replied he would not support an increase to the property tax rate.

Deon mentioned Cache County was increasing their rate again and residents of the city were already asking him to make sure the city did not increase the rate again this year. Bart replied some residents he talked to supported the entire increase last year so departments could be properly funded.

Mayor Barnes mentioned the county and school district are constantly raising their rate but they are totally separate entities from the city.

Wade asked Chief Downs the financial impact of the changes to the Hyde Park and Cache County fire contracts? Chief Downs replied the county contract will stay the same right now but change over time. The Hyde Park contract will increase but will most likely have to be done in a series of incremental steps not just one large increase.

Chief Downs mentioned 80% of the call volume in the north end of the valley is from Hyde Park to Richmond. As the population increases so will the number of calls. The valley is growing so fast that staying the status quo will not work. More equipment and manpower will be needed long term. Funding will be needed to pay for these items.

Wade asked if it is possible to have an impact fee for police and fire protection where new growth pays for these extra costs as the departments are forced to expand. Craig replied impact fees can be used to pay for buildings, infrastructure and equipment but not wages. Some cities in the State of Utah charge a public safety impact fee.

Wade suggested the city consider a public safety impact fee. Craig replied a professional would be hired to do the study and the estimated cost would be \$20,000 to \$25,000. Wade suggested long term the study needs to be completed and the impact fee charged.

Chief Downs mentioned because of the income generated from wildfires the department had funds to purchase equipment. If the department did not have this income the equipment would have to be purchased by the General Fund. Quality employees are leaving to go to other local departments because of low wages paid by the city. The liability on a call is higher with less experienced employees. As employees gain experience the liability of the department decreases.

Wade asked how much funding is needed to fund wage increases in the fire department? Chief Downs replied approximately \$120,000.

Wade asked if one of the mowers at the golf course could be cut and those funds used for wages instead? Craig replied the Capital Improvement Fund is paying for the new equipment.

Chief Downs cautioned equipment purchases are one-time expenses where wage increases will be on-going.

Bart mentioned even if a property tax increase amount is included in the budget the council does not have to approve any or all of it. If included the council can at least have a discussion if they want to proceed. Mayor Barnes asked for the property tax increase to be included in the new budget so it can be discussed.

Craig informed the council the legislature recently made a change to the retirement of public safety workers in the Utah Retirement System (URS). The State of Utah is paying the increase for the new budget year but the city will be required to pay more for Fiscal Year 2021.

Craig mentioned the Tier 1 URS system for public safety workers is based on 20 years at 50% being paid at retirement. Tier 2, the current system, is based on 25 years at 37.5% being paid at retirement. The new legislation will keep the 25 year retirement plan in place but increase the percent paid at retirement from 37.5% to 50.0%. The majority of the current public safety staff is on Tier 2.

Bart thanked all of the department heads for coming before the council to discuss the budget and answer any other question. Mayor Barnes concurred.

Curtis mentioned the next item the legislature is going to focus on is affordable housing throughout the state. Mayor Barnes replied the entire state is experiencing the same growth problems as Cache Valley.

## **CITY MANAGER REPORT**

Craig mentioned engineering for the Forrester Acres expansion project is almost complete. A meeting was held on Monday, March 25<sup>th</sup> to finalize some of the questions on the project. The original project estimate was \$900,000. It is anticipated the project cost will be higher than planned once the project is taken to bid. The staff and engineering firm are currently reviewing ways to cut costs on the project. The council will review and approve of the project and costs at a future council meeting.

The green waste bins are back at the maintenance shop for the residents to utilize.

There are two equestrian arenas at Forrester Acres. A fee is charged to use the facilities. A local 4H group which consists of all but two residents is struggling to pay the rental fee. The 4H group would like to perform service such as painting, weeding and other maintenance and repair items rather than pay a rental fee.

Bart and Mayor Barnes both supported allowing service to be completed by the 4H group in lieu of paying the rental fee.

Brett Daniels mentioned the 4H group is almost all local kids from the city and they have used the arena for many years but cannot afford to pay \$40 to \$50 per night when they use the facility.

Curtis asked if the arena is rented to others who pay the rental fee? Brett replied on occasion it is rented but mainly people just come and go with their horses when they want. Where the arena is not close to any other rec center related item it is hard to monitor who is coming and going. A couple of groups of non-residents who were using the arenas elected to go elsewhere when the fee was instituted.

The consensus of the council was to allow the local 4H group to perform service in lieu of paying a rental fee for use of the two equestrian arenas.

## **COUNCIL MEMBER REPORTS**

Curtis mentioned the Lion's Club needs to select the Resident of the Year as soon as possible since planning for Health Days has begun. Brett Daniels asked for the resident to be selected as soon as possible so signs could be made for the parade. Deon mentioned the Lion's Club discussed some names but had not yet selected anyone. Curtis asked them to make a decision as quickly as possible. Mayor Barnes asked for someone to be selected no later than April 15<sup>th</sup>. Deon replied the Lion's Club is meeting on April 11<sup>th</sup>. Right now the annual spaghetti dinner is being planned for.

Bart mentioned a couple of RFI's (Request for Information) had been received. There were some parcels in town which would work but the notice was short and it was hard to get the required information submitted.

Bart mentioned he had been contacted by *The Herald Journal* about the plastic bag ban proposed by Logan City. Mayor Barnes replied the reporter was from Utah State University not *The Herald Journal*.

Mayor Barnes mentioned in regards to economic development there is a Huntsman Venture Forum at Utah State University on March 29<sup>th</sup> from 8:00 A.M. until noon if anyone wants to attend.

Bart informed the council he talked to Lance Parker of Parker Real Estate. Lance is trying to sell the parcel formerly occupied by the Ye Olde Winn Mill Company. Lance talked with Bruce

Leishman about the possibility of combining the two vacant parcels into one. Bruce is not willing to commit to sell the parcel at 84 South Main until he knows whether or not he is going to be able to purchase the parcel formerly occupied by 7-Eleven.

Curtis asked if there had been any interest in the parcel? Bart replied Lance had not received any serious offers on the parcel.

Wade did not have any additional items to present or discuss.

Deon mentioned all of the local canal boards are holding their annual spring meetings. At a recent meeting Senator Lyle Hillyard attended and warned those in attendance if beneficial use of water shares is not shown within five years the water is going to be taken to the Wasatch Front area.

Bart asked if all of the city's shares are being used? Craig replied the city files non-use on some of the shares and leases the other shares which are not being used by the city.

Craig mentioned one of the many reasons the parks are being converted from culinary water to irrigation water is to show beneficial use of the water shares.

Bart asked if some residents are not using their shares should the city buy them? Craig replied typically the cost of the shares is too high as most people do not want to sell them. Residents who own shares and are not using them should file non-use applications.

Deon mentioned there are special rules for cities when it comes to water shares. Cities have a longer period of time for non-use.

Deon mentioned he would not be able to attend the May 22<sup>nd</sup> council meeting as he will be out of town that week.

Jamie mentioned he understood two recent waiver applications for curb, gutter and sidewalk were unanimously denied by the planning commission.

Jamie asked for the planning commission to consider removing the ability to request a waiver from the city code. Development is now happening on the west side of town on a regular basis. Curtis replied he would discuss the request with the planning commission.

Mayor Barnes mentioned the waiver was included so a one or two home development could make the request not a large development. Craig replied the city council previously removed the ability to file for a waiver and then reinstated the waiver at a later date.

Jamie showed the council a proposed bicycle route through the city. Cache County Trails Coordinator Dayton Crites had been working on the project. The bicycle trail would go from Hyrum to Smithfield. It would be called the Cache Bikeway and the county is asking the city for a letter of support on the project.

Craig mentioned the letter of support is needed because an application is being filed for some COG and transportation funding in the amount of \$100,000 to pay for the project. The application is being submitted because the bikeway will benefit people from Hyrum to Smithfield.

Curtis asked who would maintain the bike lane striping on the roads in the future? Craig replied the intent is for the county to apply for funding on a yearly basis for the bikeway project. A local interlocal agreement might be necessary.

Deon stated he had concerns with the proposed bikeway. Deon's mom resides in Logan on the bikeway and it is a nightmare for those living in the area. Garbage cans have to be placed in the designated bikeway area because the road is narrow. About 90% of the people ride their bicycles on the sidewalk rather than the designated pathway on the road. Most of the people in that neighborhood hate the bicycle pathway. The pathway is not popular in that area. Curtis replied 100 East in Logan is a narrow road and Smithfield has wider roads so the same problems should not occur. Deon replied the width of the road in Logan is the same width as in Smithfield. Curtis replied he did not agree as he felt this particular road in Logan is narrower than 100 East in Smithfield.

Jamie mentioned the next trails committee meeting will be on Tuesday, April 9th at 6:30 P.M. in the city council room.

Curtis asked how many people are participating? Jamie replied as many as are willing to help. Nobody will be turned away. Focus groups have been formed to work on different projects. A captain will oversee each group.

Mayor Barnes asked if there are three groups looking at different projects? Jamie replied that is correct.

Mayor Barnes mentioned he was happy to see so many people willing to help with the trail system.

Bart mentioned he would not be able to attend the April 10<sup>th</sup> city council meeting.

## **MAYOR'S REPORT**

Mayor Barnes mentioned he would not be able to attend the CMPO meeting on April 1<sup>st</sup>. If a council member could attend in his behalf it would be appreciated. The meeting starts at 5:00 P.M. and lasts approximately one hour. Bart replied he would attend.

Mayor Barnes mentioned he was meeting with UDOT (Utah Department of Transportation) on Thursday, March 28<sup>th</sup> at 1:00 P.M. to discuss a new signal light at 800 South Main and the financial obligation of the city if the light is installed.

Mayor Barnes mentioned the Tree Committee is meeting on Thursday, March 28<sup>th</sup> at 7:00 P.M. for a board meeting.

*\*\*\*Jamie made a motion to adjourn at 9:58 P.M.\*\*\**

**SMITHFIELD CITY CORPORATION**

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Jeffrey H. Barnes, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder

**SMITHFIELD CITY CORPORATION**  
**96 South Main**  
**Smithfield, UT 84335**

**AGENDA**

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, March 27, 2019**. The meeting will begin at 6:30 P.M.

Welcome and Opening Ceremonies by Deon Hunsaker

1. Approval of the city council meeting minutes from March 13, 2019
2. Resident Input
3. Introduction of the 2019 Ambassador Program scholarship recipients.
4. Discussion and possible vote on making April 2019 Sexual Assault Awareness Month in the city.
5. Initial discussion and presentation on the Fiscal Year 2020 Budget which is the period of July 1, 2019 through June 30, 2020.
6. Discussion and possible vote on making April 12, 2019 National Service Recognition Day in the city.
7. City Manager Report
8. Council Member Reports
9. Mayor's Report

Adjournment

**\*\*\*Items on the agenda may be considered earlier than shown on the agenda.\*\*\***

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least three (3) days before the date of the meeting.