

MINUTES OF THE VERNAL CITY COUNCIL SPECIAL BUDGET
WORKSHOP MEETING HELD MAY 7, 2012 at 4:00 p.m. in the Vernal City
Council room at 374 East Main, Vernal, Utah 84078.

PRESENT: Mayor Gary Showalter, Councilmembers JoAnn Cowan, Bert Clark, Sonja Norton, Ted Munford, and Dave Everett.

STAFF PRESENT: Mike Davis, Ken Bassett, Sherri Montgomery, Ray Richards, Glade Allred, Mike Davis, Alisha Gowen, Allen Parker, Corey Coleman, GJ Searle, Rick Green, and Danny Anderson. Chief Dylan Rooks was available through a telephone conference.

ACKNOWLEDGEMENT AND APPROVAL OF SPECIAL MEETING: Councilmember Bert Clark moved to acknowledge and approve the special meeting. Councilmember Ted Munford seconded the motion. The motion passed with a unanimous vote with Councilmembers Cowan, Clark, Norton, Munford, and Everett voting in favor.

FY2013 BUDGET:

Justice Court: Ken Bassett explained that this budget was reviewed and recommended by the Administrative Committee. There are no capital items and no changes in personnel. Mr. Bassett asked Judge Richards to explain the decrease in books and subscriptions. Judge Richards explained that most of the books and subscriptions are now available online. There was a little money left in this account for a few books such as the condensed criminal traffic code book and also for staff who attend judicial training. Judge Richards explained that the reason for an increase in travel is to attend a judicial college in Reno, Nevada. This amount will not cover the entire cost, and he will be applying for a scholarship. Councilmember Cowan suggested that the entire cost of the training be put into the budget, and if a scholarship is granted, it can be removed. She added that it is critical to send the judge to this training. Mr. Bassett asked Judge Richards what the total cost is for tuition. Judge Richards stated that he would have to find out that information and get back to the Council. The travel also covers the clerical staff to attend conferences that keep their certification up to date every year.

Ken Bassett explained that there is an increase in jury and witness fees which is normal. Councilmember Munford asked for an explanation of a witness fee. Judge Richards explained that potential 25 jurors are brought in and paid \$18.50 for jury duty for the day, whether they are selected or not. If there is a bench trial, this fee also covers any witnesses that are brought in to testify. Mr. Bassett asked about the software upgrade fees. Judge Richards explained that this is for the new recording system mandated by the State. Mr. Bassett thought the recording system was already in place and asked if the State requires the software to be updated. Judge Richards explained that this fee must be for Coris software. Councilmember Clark asked about the uniforms. Judge Richards explained that it covers his robe. Mr. Bassett reported that the Bailiff is being added into this budget, and the Judge will be supervising this position. Councilmember Munford asked about the increased duties of the Bailiff. Judge Richards explained that the Bailiff will now be used as the probation officer of the court and for warrant services. He added that there are currently 20 pages of warrants which, if collected, would be thousands of dollars.

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Mr. Bassett asked how many hours a week will be focused on warrants. Judge Richards explained that it will depend on the schedule and court days. He added that a full work day could be used for warrants. Judge Richards mentioned that the Bailiff would like to work four ten hour shifts. Councilmember Cowan stated that she had a problem with staff working four ten hour shifts and asked what can be done at 7:00 a.m. Judge Richards mentioned that there is a lot of paperwork involved that could be done at that time. Councilmember Cowan explained that she has a real problem with tax payers paying for what appears to having the office shut down on Fridays. Councilmember Norton asked if the court clerks take Fridays off. Judge Richards explained that the court is open five days a week. Councilmember Norton stated that she did not have a problem with the schedule as long as it does not interfere with the duties of the Bailiff. Mr. Bassett mentioned that with no court on Fridays, this day could be used to serve warrants. Judge Richards stated that the police officers work ten hour shifts. Mr. Bassett explained that it is different with the nature of their work. Councilmember Norton asked when warrants are served. Judge Richards explained that they have not had the ability to serve warrants yet. Councilmember Cowan suggested the Judge submit a monthly report similar to what other departments create for the City Council packets outlining what the Bailiff has accomplished. This will help the Council review and determine if this position is working out. Mayor Gary Showalter agreed with Mr. Bassett that a later start time might work out better allowing the Bailiff to pursue warrants. He added that the Council is not trying to micromanage Judge Richards. Judge Richards asked the Council to give him some flexibility to work out this schedule with the Bailiff, and if it does not work out, he will change it. He added that he would be happy to come to the Council meeting each month to give a report. Councilmember Clark mentioned that a written form would be sufficient. The Council agreed to let Judge Richards manage the Bailiff and the schedule the way he needs to, as well as keeping the Council informed on a monthly basis.

Motor Pool: Ken Bassett explained that there are no changes in personnel. The fuel has increased due to the anticipating increase in fuel costs. There is only one capital item for vehicle software upgrades. Rick Green explained that Scan Tools is a software program that tells what is wrong with a vehicle, and it needs to be updated annually. Mayor Showalter asked how much can be diagnosed with that software. Mr. Green explained that it can tell if there is anything wrong with the transmission, if the pump is turning, etc. Mayor Showalter asked if it could reach the main computer of the vehicle. Mr. Green answered yes. Councilmember Cowan wanted to know why the new vehicles are not covered under warranty. Mayor Showalter stated that the new vehicles still need to be serviced and maintained. Mr. Green explained that if there is something wrong with a vehicle, it can take up to several days for a shop to get to it; therefore, it is easier for the motor pool department to diagnose and fix it, if it is something simple. Councilmember Norton asked why supplies and maintenance has increased. Mike Davis explained that car parts are purchased in bulk; therefore, the next year may not need as much supplies as the previous year. Mr. Bassett asked if the departments pay for those parts. Mr. Green explained that the departments are billed when it is put in the vehicle.

Government Buildings: Ken Bassett explained the current personnel in this department. Danny Anderson has made a request to hire another part-time custodian. Mr. Anderson explained some of the major issues that are causing extra work for the custodian, one of which is

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this community room. Councilmember Munford asked if the community room is not getting cleaned after being used. Mr. Anderson explained that the custodian is available during the use of the room to make sure the setting up, taking down, and cleaning are done correctly. Councilmember Munford asked if the City is charging a cleaning deposit. Mr. Anderson stated not at this time. Mr. Anderson explained that this room is not the only issue causing the need for additional staff. With the move to the new City Hall, the bathrooms increased from 6 to 20. The square footage went from 18,000 to 63,000. In the old building, if someone used it for the evening; they were given a key to lock up. In the new building, the custodian has been asked to be available during the use of the building and to lock up. Councilmember Munford asked if the current custodian is working overtime. Mr. Anderson answered yes, there is some overtime. Mr. Anderson explained that when the custodian is sick or on vacation, the maintenance staff has to pick up the slack. He added that they have a full plate maintaining 11 buildings, including the fire station and animal shelter. Councilmember Everett asked how many hours a day this new position would be working. Mr. Anderson stated that it would be a part-time position with benefits. Councilmember Cowan asked if the City pays benefits for part-time employees. Mr. Bassett explained that part-time employees receive half the benefits. Councilmember Munford asked what the total wages and benefits would cost the City for this new position. Mike Davis stated it would depend on the hiring wage. Mr. Anderson mentioned around \$12 to \$14 per hour. Councilmember Munford stated that he did not mind considering adding a part-time employee. However, he feels there should be a cleaning deposit charged for the community room. Mr. Bassett stated that this will be discussed later.

Mr. Bassett explained that the utilities have substantially increased for the new building. This fiscal year, the City was able to recoup some of the cost from the contractor and the CIB. However, next year those funds will not be available. Mr. Bassett reported that the fire district will be paving the new fire station this summer, and the City will need to pave their portion of the area they own that is north of the fire station. Councilmember Cowan asked about the card reader. Mr. Bassett explained that at the public works department, they use cards to get in and out of the gate. Councilmember Cowan asked why this is needed. Mr. Anderson explained that currently the public works employees have a card to get in and out of the gate. Some of the employees also have a card to access the new building. He stated that they would like to make it a uniform reader, instead of having two separate cards. Councilmember Cowan asked if the public works employees can currently access the new building. Mr. Anderson stated that there are a few employees that have access to both. Councilmember Cowan asked why the City should spend \$1,700 for three employees to have a uniform card. Mr. Bassett stated that there are approximately 10 employees who would have access to both. Mr. Anderson mentioned that the \$1,700 might be a little high. Councilmember Cowan voiced her concern for spending money on a uniform reader when those employees could access either place during business hours. Councilmember Munford stated that there might be an emergency situation after hours. Councilmember Norton stated that the City already has a card reader. They just want to be able to program one card for both buildings. It does not change their access. Mayor Showalter asked if there was a chance that the figure could be a little less. Mr. Anderson stated that the number was not highly refined. Allen Parker mentioned that the card readers were around \$300 to \$400. Mayor Showalter suggested that Mr. Anderson get some current costs and leave this item open until he can report back to the Council.

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Mr. Bassett explained that there has been a lot of discussion regarding charging fees for the use of the community room. The room has been a success and has been used for various reasons. There are concerns on the amount of time it takes to monitor the people who use the room and the handling of the tables and chairs. The City does not want to discourage people from using the room, but at the same time, a user fee would be appropriate. More importantly, a cleaning deposit should be charged in case of broken items, cleaning, and/or maintenance. Councilmember Everett asked if alcoholic beverages are allowed. Mr. Bassett answered no. Mayor Showalter stated that they need to factor in the custodians wages and benefits for supervising an event, plus a little extra for accelerated depreciation. He suggested a \$50 usage fee and a \$50 refundable deposit. He added that it would cost thousands to rent a private facility for events such as weddings. Councilmember Clark stated that he would like to see a \$100 minimum usage fee. Councilmember Everett stated that he felt \$50 was reasonable. Councilmember Cowan explained that you cannot put all uses for the building into one category. She asked if the City really wants to charge nonprofit groups \$100 for the use of the room. Councilmember Munford stated that a \$50 flat rate fee for normal wear and tear is fine; however, the refundable cleaning deposit should be at least \$150. Councilmember Everett mentioned that people will care more about cleaning and putting things away, if they know they will get their deposit back. He added that he agrees with Councilmember Cowan on not charging for charitable or nonprofit groups. Councilmember Munford explained that he wants to support all the groups; however, there will always be foot traffic and cleaning costs. Councilmember Norton asked if those types of groups could use the conference room instead. Mayor Showalter explained that the City is not trying to make money, but to cover additional costs that are incurred for cleaning and maintenance. Councilmember Cowan asked if the Council really wants to charge \$150 for public meetings, nonprofit groups, charity, etc. Councilmember Munford stated that it is a refundable deposit that will be returned if they clean and take care of the room. Councilmember Cowan suggested charging a fee based on the types of uses. Councilmember Munford explained that the cost for power and cleaning should be a part of the basic fee. Councilmember Cowan suggested putting a committee together to sit down and draw up some guidelines. Mayor Showalter asked if Western Park charges across the board. Mr. Bassett stated that they have a fee schedule that is not uniformly used, and there are times that it gets them into trouble. Councilmember Clark stated that Western Park charges \$150 an hour for their indoor arena and \$75 an hour for their outdoor arena with a three hour minimum usage. Mayor Showalter suggested tabling this issue for 30 days for further review, and asked Councilmember Cowan to put together some options that could be reviewed by the Council.

Planning & Zoning: Ken Bassett explained that there has been a request made by the Public Works committee to hire a full-time infrastructure inspector. Mr. Parker explained an infrastructure inspector's job description. Overall, the position was designed to look at all things that are being built and permitted by the City outside of the actual structure that is inspected by the building inspector such as roads for a new subdivision, water lines, sewer lines, and road cuts. Councilmember Clark asked about boring into a road. Mr. Parker stated that it would be included. Mayor Showalter suggested that someone take a look at the recessed standard man hole covers. Mr. Parker explained that the street department looks at those issues. He added that this inspector would inspect the construction activities. This new position is like an insurance

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policy for the City. The needs have generally gone unmet up to this point. Councilmember Cowan asked when Engineering Services is doing a road project, who is the inspector. Mr. Parker explained that when the City hires a company such as Engineering Services to do a project, they provide the inspector. Mr. Bassett explained that we are talking about developers, Questar, etc. Councilmember Cowan asked who would inspect the new fish and game building. Mike Davis explained that it is the State of Utah, and they are exempt. Glade Allred stated that he met with their people and are working with them on the issues. However, they do not have to comply with Vernal City. Mr. Parker explained that this new inspector position would have been the inspector on that building, if it were not a State entity. Councilmember Cowan asked if the City has any jurisdiction on State roads. Mr. Parker answered no. Mr. Parker explained that this position would inspect road cuts, site plans for a development like a shopping center, making sure the landscaping and storm water are installed properly, new subdivisions, new infrastructures being installed, etc. Councilmember Cowan asked who is doing it now. Mr. Parker stated that no one is currently assigned specifically to do it. Mr. Allred stated that they try to catch what they can. Councilmember Norton asked if the City is going to make sure that it is clear to developers that they do not put anything in the ground until it is inspected. Mr. Parker answered correct. Mr. Parker explained that a program will need to be developed with an entire list of the types of inspections. Councilmember Clark asked what the City charges for a road cut. Mr. Allred stated there is currently no charge. Councilmember Clark asked what Ashley Valley charges for a road cut. Mr. Davis explained that Ashley Valley pays \$500 to Uintah County for a road cut. He added that the County charges the City \$750 if there is a water break on a county road and if the City encroaches into the asphalt. It is a \$500 fee to fix the shoulder of a road, even if there is not a disturbance to the asphalt. Mr. Parker explained that the City fees would only be a fraction of what the County charges. Mayor Showalter asked if the City is charging enough with the proposal. Councilmember Cowan asked if the City can keep this inspector busy. Mr. Parker stated that he could keep two full-time employees busy. Mr. Bassett stated that the City should not charge any more than what it takes to complete the inspection.

Mr. Bassett asked how and when the City will collect the inspection fee. Mr. Parker explained that they would have to call for that inspection the same way they would a building permit. Mr. Bassett asked how the City will collect an hourly inspection fee. Mr. Davis stated that you would need to collect the fee up front. Mr. Bassett asked how you will know how much to collect up front. Mr. Parker explained that the details of the policy have not been worked out, and he will look at other cities to find a best practices model. Mr. Bassett stated that the fee schedule is critical in the way it is implemented. The City will be paying for the new inspector position from these fees and not just encroachment fees. Mr. Parker explained that the proposed fee schedule is based on a percentage of that inspector's wage. Mr. Bassett stated that before the City can implement a fee schedule, the process needs to be thought out very well. Mayor Showalter stated that he is assuming this inspector will need a City vehicle. In the last preliminary budget meeting, \$26,000 was budgeted to replace the 2002 Ranger whose transmission was defective. Rick Green brought the truck into the Showalter service department, and the transmission is not defective. The transmission control valve needs to be replaced and some minor maintenance; however, the truck should be good for another year. Mayor Showalter suggested this truck be used by the new inspector position. Councilmember Clark asked how much this new employee will cost with benefits. Mr. Parker stated \$80,000 per year starting at

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the middle range. It will be a G-13 inspector position requiring certification like the building inspector. The pay range is around \$19.80 – \$28.00 per hour. Mr. Bassett explained that this position has not been classified yet. Mr. Parker stated that he based it on what other cities pay for this position. Councilmember Cowan would like to see a report in the Council packets every month on what inspections this new position has completed. Councilmember Clark voiced his concern over inspections that were never followed up on in the past. Mr. Parker explained that with the new software this should not be a problem. Councilmember Clark asked Mr. Bassett if this new inspector position is justified. Mr. Bassett stated that if it is done well, and the process is really fine-tuned; however, he mentioned that he is still concerned with when the fees are going to be collected. Councilmember Cowan stated that if after a year from now, it has not been proven that this employee has worked really hard, she will vote to remove this position. Mr. Parker stated that it would be justified and added that this position could be eliminated based on the local economy.

Mr. Bassett explained that this department has changed substantially this fiscal year due to the secretary and building inspector being moved into this department. This had a major impact on the wages and benefits in this area. Councilmember Munford asked if there was a decrease somewhere else. Councilmember Norton responded in public works. Mr. Bassett asked why the book and membership subscriptions doubled in 2012. Corey Coleman explained that this was due to the new code books which cycle every three years. Mr. Bassett asked why the travel has increased. Mr. Parker explained that it is for training for all the positions in the planning department to remain qualified and up to date with the current code requirements with their positions. Mr. Bassett asked why now. Mr. Coleman stated that they are trying to stay one step ahead of the contractor because they are the first line of defense. He added that the Codes change every three years, and he wants to be able to do the best he can. Mr. Coleman explained that by attending regional training in Colorado and Nevada, there are 15 classes per day up to five days, which gives more of a selection. Councilmember Norton asked if this training would be needed every year or if they are just getting caught up. Mr. Coleman stated that it would decrease a little each year, other than the changes in Code. Mr. Bassett asked if every staff member in the planning department will have some kind of training. Mr. Coleman answered yes.

Mr. Bassett asked about the truck installed computers. Mr. Coleman explained that they are currently using a program that is 100% in office. They are requesting to upgrade to a rider that addresses inspections in the field. This software will flag anything over 180 days old. Mr. Parker explained that it will catch problems onsite rather than coming back to the office. Mr. Bassett mentioned that this will computerize all the inspections which have never been done before. Councilmember Clark asked if they will have a computer in their vehicle like the police department does. Mr. Coleman answered yes. Councilmember Munford asked how many computers for \$5,000. Mr. Coleman explained that it is actually only one laptop computer, and that most of it is for the Adobe Professional Software. Councilmember Norton asked if they will have a portable printer in the field as well. Mr. Coleman stated yes, the \$900 is for three printers. Councilmember Norton asked why they are purchasing three printers, but only one computer. Mr. Coleman explained that there are currently two computers already available. Councilmember Munford asked if they will be using Toughbooks. Mr. Parker answered no. Toughbooks lasts longer, but costs more. Councilmember Cowan asked what the police

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department is using. Mr. Bassett stated that it is some form of Toughbooks. Councilmember Norton asked if the laptops will be mounted. Mr. Coleman stated that he would like them mounted for safety purposes. Councilmember Munford suggested putting a thin soft pad underneath them. Councilmember Clark suggested using a Jotto Desk which has the option to remove them from the cold and heat. Mr. Coleman stated that they will be brought inside every night for security purposes.

Victim's Advocate: Ken Bassett explained that the Victim's Advocate program is paid for in part by the federal government. Alisha Gowen explained that they receive \$36,000 from the VAWA grant and approximately \$10,000 from the VOCA grant. Mr. Bassett explained that historically the County and the City would split the cost of this program. However, when the County picked up the homeless shelter, they asked the City to pick up the Victim's Advocate program. Councilmember Clark asked if there were any opportunities for federal or state grants for the upcoming year. Ms. Gowan explained that the VAWA grant runs through December of this year, and the VOCA grant runs on a fiscal year. She added that she has applied for a VOCA grant, and it is in the process of review. Federal grant money has been cut by 10%. She added that they do have an emergency fund award that the City has received the past three years in the amount of \$1,500 which goes directly to the victim's needs. Councilmember Norton asked about the increase in special department supplies. Ms. Gowan explained that it is for the victim's needs such as relocating someone.

Police: Ken Bassett reminded the Council that the Bailiff has been pulled out of this budget and moved into the Court. The other reason for an increase in personnel was there was not a full department during most of last year. Councilmember Norton asked why the wages increased. Mr. Bassett explained that there is a cost of living adjustment of 3% that has not been discussed yet. Councilmember Norton asked if that increase was in all departments. Mr. Bassett answered yes. Councilmember Norton asked why the maintenance agreement has increased. Chief Rooks stated that he was not sure. Mr. Bassett asked if they had Sprint air cards in 2011. Chief Rooks answered yes. Mr. Bassett stated that the Sprint air cards did not appear in the budget in 2011; therefore, where were the air cards or did the City have air cards in 2011. Chief Rooks stated that they had air cards in 2011. Mr. Bassett stated that this will have to be identified later. Mr. Bassett asked about tasers. Chief Rooks explained that they are going to purchase one for a spare. Mr. Bassett asked about the body worn cameras. Chief Rooks explained that they are a thumb size camera that can be put on a shirt. Mr. Bassett asked how many cameras they are purchasing. Chief Rooks answered twelve. Mr. Bassett asked about the in-car cameras. Chief Rooks explained that they purchased three cameras in June, and they will be adding them to all the new cars as the old cars are rotated out. Mr. Bassett asked if this would be for seven cameras. Chief Rooks answered yes. Mr. Bassett asked if the ballistic vests were being replaced. Chief Rooks answered yes. Mr. Bassett asked about the laptop computer for \$8,400. Chief Rooks stated that they are replacing laptops on an as needed basis. Councilmember Norton asked if they are still using a Toughbooks like version of these computers. Chief Rooks answered yes, and to his knowledge they have not had any problems with them. Councilmember Cowan stated that the City should buy those for the building department. Councilmember Norton asked why the police need the Toughbooks version if the building department does not need it. Mayor Showalter mentioned that they probably stay in the car at all times.

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Councilmember Munford added that they are faster. Mr. Bassett asked about the fire arms ammunition and if \$7,700 is what is needed to get by for certification. Chief Rooks answered yes. Mr. Bassett asked about secure our schools. Chief Rooks explained that in the spring of 2011, he applied for a grant. There was supposed to be \$20,000 in grant funding from the Department of Justice and the school district. Last month, it was barely approved in their budget. This is for a camera system at the Middle School and Jr. High School. There was a bomb threat back in the fall of 2010, and the cameras were inadequate. Councilmember Norton confirmed that they have a grant to cover the \$20,000. Chief Rooks explained that the Department of Justice and the school district will cover the entire cost.

Information Technology: Ken Bassett asked GJ Searle why professional services have increased. GJ Searle explained that he is looking at installing a secondary internet connection through Rex Jennings for back up due to a few departments who rely heavily on the internet to do their business such as the Court. Councilmember Munford asked when Mr. Jennings will be ready. Mr. Searle stated he does not have a date yet. Councilmember Munford asked if it will be wireless. Mr. Searle answered yes. Councilmember Munford stated that it is a great idea to have a backup for internet. Mr. Bassett asked Mr. Searle to explain the rack enclosure item for the public works department. Mr. Searle explained that the cabinet will hold all of the equipment in the public works department. Currently, they are just sitting out in the open collecting dust. This cabinet will be fully enclosed and will include a filtered air conditioner on the side to keep it cool. Councilmember Cowan asked how much equipment was moved from public works to the zoning and planning department at the new building. Mr. Searle explained that the public works department still has a telephone switch and network switch. Councilmember Munford asked if Mr. Searle compared pricing because this cabinet seems a little high. Mr. Searle stated the price is higher due to the fact that it is fully enclosed with an air conditioner. Councilmember Munford stated that he expected it to be around 8 feet for that price. Mr. Searle explained that it is \$3,500 for this cabinet and \$4,500 for a full size cabinet. Councilmember Norton asked if a full size should be purchased for room to grow. Mr. Searle stated that he did not see the need for a full size. Councilmember Munford asked if it was 20 inches wide. Mr. Searle explained that it was three or four feet deep. Mayor Showalter asked if the potential building purchase would be sufficient for those needs. Councilmember Cowan added that there will be a computer in that building. Mr. Searle asked if they were remodeling. Mr. Bassett explained that they are considering purchasing the building just north of the Bloommaster metal building which will have computers and storage already installed. Mr. Searle stated that it will depend on where people or equipment in the building will need to go. He added that he will need some way of connecting the two buildings. Mayor Showalter stated that it is something to take a look at. Mr. Searle stated that if there will be personnel in both buildings, there will be more cost.

Council: Ken Bassett explained that there is a continuation of participation with the Chamber of Commerce with a budget item of \$65,000. Councilmember Munford asked if Naples was still out of the equation. Mr. Bassett answered yes. Mr. Bassett explained that you will see the sponsorships that come in from time to time including different ones such as “Country Explosion”. Mr. Bassett explained that he added Youth City Council to the budget; however, has received no budget from them. The travel includes the ULCT conferences. The rural water can be deducted from the budget as it comes out of the sewer management board. Mayor Showalter

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asked if the Holly Days activity showed the actual expenditure to the City with labor. Mike Davis explained that this would be without labor. Mayor Showalter asked if there was a figure with labor. Mr. Bassett stated that Roxanne had some information for that. Mayor Showalter asked what the actual cost was to the City. Mr. Bassett stated that the City paid around \$10,000 plus labor.

City Manager: Ken Bassett explained that travel was increased this year due to the US General issue. He added that a car has been added to the budget that was not purchased last year.

Finance: Mike Davis explained that supplies have increased this year. Councilmember Norton asked why the travel and supplies were up so much. Mr. Davis explained that in 2011, there was no need for travel, and supplies were stocked up. This year there will be a need for staff to attend a Caselle training. Councilmember Cowan asked when the public will be able to pay their utility bill with a debit or credit card. Mr. Davis explained that the City will be going online to do a lockbox where a person can pay their bill online through their own bank account, and their bank will send the City a check electronically. Ken Bassett asked if the public can go to the City website and pay their utility bill online. Mr. Davis explained that at this time, they can only pay their bill through their own bank. Councilmember Cowan asked if there are 500 people who pay electronically, will the City receive 500 individual checks or just one check. Mr. Davis stated that the checks are sent individually, and at this time, the City is averaging 225 checks per month. He added that the City is moving towards paying online. Councilmember Cowan asked if there is a fee attached when someone uses their debit card. Mr. Davis explained that there is a fee for every transaction whether a credit or debit card. The City will switch to a new software program in August, and the front office will have to be closed for two days. Councilmember Clark asked if there is a way to recoup some of the fees. Mr. Davis stated that there are different ways of handling it, and it will have to be decided. Councilmember Munford stated that the City may have to raise the rates. Mr. Bassett explained that Vernal City has one of the lowest delinquent accounts in the State of Utah with utilities. Councilmember Munford mentioned that checks are used less, and eventually the City will have to accept cards.

City Attorney: Ken Bassett explained that the huge change in the budget for the City Attorney was due to the US General issue. He added that he attended the CIB meeting last Thursday with the Mayor, and the City was denied funding for the US General attorney fees. Councilmember Cowan asked what US General cost the City. Mr. Bassett answered \$345,000 above the initial CIB funding. Councilmember Munford asked if there was an offer to settle. Mr. Bassett stated that initially, there was an offer around \$80,000. Councilmember Cowan asked if US General was still in existence. Mr. Bassett explained that they have two felony counts against them. They settled with ESI who sued them on the same claims. Councilmember Cowan asked if ESI had to pay anything. Mr. Bassett stated that their insurance company paid. Councilmember Cowan asked how much. Mr. Bassett stated that he did not know the amount. Councilmember Norton asked if the City carries insurance for this type of issue. Mr. Bassett explained that the contract with the liability insurance does not cover attorney fees for third party contract agreements.

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ADJOURN: There being no further business, Councilmember Clark moved to adjourn the meeting. Councilmember Norton seconded the motion, and the meeting was declared adjourned at 7:25 p.m.

Mayor Gary Showalter

ATTEST:

Roxanne Behunin, Deputy Recorder

(S E A L)