

MINUTES OF THE VERNAL CITY COUNCIL SPECIAL BUDGET WORKSHOP MEETING HELD APRIL 28, 2021 at 5:30 p.m. in the Vernal City Community room, 374 East Main, Vernal, Utah 84078.

PRESENT: Councilmembers Nicholas Porter, Dave Everett, Ted Munford, Travis Allan, Bert Clark and Mayor Doug Hammond.

WELCOME: Mayor Doug Hammond welcomed everyone to the meeting.

ACKNOWLEDGMENT & APPROVAL OF SPECIAL MEETING: *Councilmember Nick Porter moved to acknowledge and approve this special meeting. Councilmember Dave Everett seconded the motion. The motion passed with Councilmembers Porter, Everett, Munford, Clark and Allan voting in favor.*

FY2022 BUDGET WORKSHOP

General Fund-

Quinn Bennion explained that during the budget meetings he and Mike Davis will be compiling a list of possible budget considerations that will be reviewed at the last meeting once all of the requests have been heard.

Government Facilities:

Mike Davis pointed out that this budget has funding for a temporary employee for the summer. Danny Anderson stated that person helps a lot with the grounds maintenance and the Walking Park. Councilmember Bert Clark asked if the fountain and stream will be operating this year. Danny Anderson answered that in order to keep the water flowing they need a wet year. Quinn Bennion stated it will be working for now and shut down later if there is not enough water. He reminded the Council that there will be some obstacles to watering the flowers and a possible solution is to use the water that is coming out of the basement. Danny Anderson stated when this building was developed, there was a lot of water in the space for the elevator. After some engineering, a vault and dewatering pumps were installed in the basement downstairs. For the last 10 years that water has been pumped out of the building and into the storm water system. The amount of water is around 7500 gallons a day. The flowers require around 5000 gallons a day. The option is to pump that water into a tank and fill up from there to water the flowers. Quinn noted that the City cannot pull water without a diverted water form from someone that owns water shares. The County does own shares and is willing to allow the City to register as a diverted sight from their well. Then the City can let the residents know culinary water is not being used. Mike Davis stated there are two capital projects requested in this budget. Danny Anderson stated that the Walking Park has now been added to his budget and it needs some upgrades. The gazebo needs vinyl railing to replace the very brittle railing that is there at a cost of \$15,000. In this building there is a control for the heating function that is obsolete and needs replaced. The pumps handle both the heating and cooling and are starting to fail. There have already been two ruptures that have flooded parts of the building. Quinn Bennion stated these items will be placed on the consideration list. There was some discussion regarding the Innovation Hub. Danny Anderson stated there are still a few projects at the Hub and they should finish soon.

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Airport

Ken Campbell stated initially there were 23 lines for expenses and those have been consolidated into 11. So far the expenses have decreased by \$45,000; however, there is a \$30,000 cost for tech services and travel so that amount will go down. He reminded the Council of the funding that is available if the airport reached 10,000 enplanements. Also, the airport received Cares Act funding which will help the operational costs and can be spread out over a four year period. Quinn Bennion noted in total the funds from the federal government for the airport will total \$3 million dollars. Ken Campbell stated he started with a \$700,000 budget and now can use those funds for operational costs and use the City and County funds for possible improvements once the master plan is completed. The communication has improved at the airport and the pilots are expressing their concerns to management now. Mike Davis stated the few capital items in this budget are the operational security cameras and the security gates. Ken Campbell stated he initially decreased the security line item, and found he need to add funds back in to replace the cameras. Councilmember Bert Clark asked if the rental fees are being collected. Ken Campbell stated he will be sending out invoices soon. Councilmember Clark suggested he look into adding a charging station for electric vehicles. Quinn Bennion asked how the promotional funds are being used. Ken Campbell reported that SkyWest is funding \$20,000 to promote the airport and a plan is being formulated to see what the best use of those funds would be.

Planning

Mike Davis stated that initially this department requested the code enforcement position be added in and business licensing go to full-time. Allen Parker stated that he does need code enforcement year round. Mike Davis stated the business license clerk will remain part-time. Councilmember Dave Everett stated that the code enforcement has been effective. Allen Parker stated that she does have experience in that area. He stated she is currently working on old abandoned signs. Mike Davis stated that the training budget was scaled back to \$7000. Allen Parker stated some of that training was for Clint and it can be removed. Mike Davis asked Allen to explain the fire inspection expense. Allen Parker stated that the Fire District no longer has a fire marshal and if they do any inspections they do plan on charging the City for that work. The City will need a way to offset that expense. He noted there is no mechanism in place right now to report who has received an inspection. Quinn Bennion stated initially the Fire District completed the first inspection at no cost. Allen Parker stated they will now charge for all inspections. Councilmember Ted Munford stated they will have to charge for everything. Allen Parker stated there are several developments right now and the professional services line item fluctuates with development. Mike Davis asked about the software upgrade expense. Allen Parker stated that the program being used for permitting was expanded for business licensing, Motorpool and code enforcement. There have been some glitches that hopefully have been worked out. The cost for that software is \$2500 for the portal, \$3000 for business licensing, \$3000 for building permits and additional costs for the other modules. Mike Davis stated that is a total of \$11,000 for IWORQS for Planning. Allen Parker stated the only other capital item is a large screen for the building official to do electronic reviews.

IT

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GJ Searle explained that the first item is software to change the email service. The City currently has a service that is hosted in house and it needs an upgrade. The cost to do it here is \$4500 a year so he is looking at a better solution. Also, new servers were purchased and need the upgraded software to function correctly. Councilmember Ted Munford asked if the GIS program would be outsourced. Quinn Bennion stated they have not concluded that. The amount for licensing is the same as paying an hourly rate to update. However, if it is outsourced you get their expertise and time. Councilmember Ted Munford stated it also takes the headache out if the City switches to someone else hosting the email. GJ Searle stated there is also a problem with archiving. Roxanne Behunin stated it is a problem if there is a request for a record and the City is not able to produce it. There was some discussion regarding archiving the email system off site as well as in house. Councilmember Ted Munford asked about social media. Quinn Bennion stated it is the public entities responsibility for any content put out on platforms. However, it is still unclear if outside authors post and then immediately delete if that is an issue. GJ Searle stated another item is the camera replacement and he put \$10,000 in the budget. Councilmember Ted Munford stated this is important. GJ stated he could get a more robust system if they budgeted an additional \$10,000.

SPECIAL FUNDS

Strike Force:

Mike Gledhill explained that he received notice that the grant funding for the Uintah Basin Narcotics Strike Force will remain the same amount. There were concerns with COVID that the funding would be cut. There are no changes to this budget.

GENERAL FUND

Victim Advocate

Mike Davis asked Cassie Gledhill to explain how this program is funded. Cassie Gledhill explained that they receive grant funds that pays a portion of payroll and benefits for two full-time and one-part-time employee. This year they were notified that the grant funding would be decreased by 10% this year and an additional 15% next year. The part-time employee recently left and has not been replaced yet. To cut the funding by 10%, the training and travel budget were decreased. She noted that victim services are tough to provide right now with the program changing. Duchesne County is changing to a part-time person only. Also, Uintah County is hiring right now as several of their advocates took the buy-out. Chief Dylan Rooks stated that the advocates help with many types of cases and actually help get the evidence from the victims. Quinn Bennion asked if the Ute Tribe has an advocate. Cassie Gledhill responded that they do and the FBI also provides one.

Police:

Councilmember Dylan Rooks asked how many positions are currently vacant. Dylan Rooks responded that he currently has two openings and possibly another one. Mayor Hammond asked what happened. Dylan Rooks stated one left after a few weeks. He stated that if the SRO program

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is expanded he will want to have a veteran officer with good people skills. Dylan explained that Mike Davis helped him understand how his overtime budget was being utilized with any hours over 80 coming out of the overtime budget although not paid at the overtime rate. Several programs such as the DUI shifts come out of that budget and the City is reimbursed, but the funds do not go back into that budget. Councilmember Bert Clark asked what the special public safety line item is. Dylan Rooks stated that line item covers expenses such as car fenders or scratches to other vehicles caused by the dogs. Councilmember Bert Clark asked about replacing the fleet. Dylan Rooks explained that every year they replace half the fleet. The decision was made to go with all F150's because of the resale value. Mike Davis asked Dylan to explain the large items. Dylan Rooks stated that they need to replace the body worn cameras that were initially purchased in 2012. Some of the current systems are obsolete so he is looking at a new system. The radio systems also need to be upgraded so there are no dead spots for service. The cost to replace these systems is \$300,000.

Administrative Items:

Quinn Bennion stated there are three administrative items that affect the budget. The first is the pickle ball courts, the second is the health insurance premium and the last is the playground equipment for the disabled. There is an opportunity for a grant for outdoor activities and the deadline is May 1st. He stated he would like to propose building a pickle ball court next to the conference center. This sport is very popular and multi-generational. The grant requires a 50% match at a projected cost of around \$20,000 that can come from the healthy and active community grant and the City budget. The second issue is the health insurance. The rates for the health insurance came in at a 4% increase with no changes to benefits. The plan can be changed to provide more cost savings. However, the change would be to the out-of-pocket maximum. He noted that life flight has purchased Classic Air so that service will now be in network. Overall, the City has done really well over the last five year with renewal rates being under 5%. Roxanne Behunin reported that the motion program offered to the employees has a 58% participation rate and United Health Care has contributed \$50,000 into employees hsa's for participating. Quinn Bennion stated he took these options to the supervisors meeting to get their feedback and they would rather pay the additional \$4 per pay period than have the out of pocket amount increase. Councilmember Ted Munford questioned if the pharmacy benefit could be for longer than 30 days. Roxanne Behunin commented that the mail-order is for 90 days. Quinn Bennion stated the last item is the playground equipment that was proposed at the last joint City / County meeting. Councilmember Nick Porter suggested that the Recreation District and Naples City pay the majority of it since it will be housed in Naples. He noted that the Recreation District can fund \$10,000 easily. Councilmember Ted Munford agreed that the City should make that recommendation and fund around \$5,000. Quinn Bennion stated he will propose that the City fund \$5,000, the County fund \$5,000, the Recreation District fund \$10,000 and Naples City fund \$10,000.

ADJOURN: There being no further business, Councilmember Ted Munford moved to adjourn. Councilmember Nick Porter seconded the motion. The motion passed with the Councilmembers Munford, Porter, Clark, Allan and Everett voting in favor and the meeting was adjourned.

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Mayor Doug Hammond

ATTEST:

Roxanne Behunin, Deputy Recorder

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