



## **CLINTON CITY COUNCIL AGENDA**

2267 N 1500 W Clinton, UT 84015

**May 10, 2016**

### **I. SPECIAL SESSION – 7:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Invocation or Thought
4. Roll Call

### **II. BUSINESS**

- A. Employee of the Month for March 2016 - Colten Pett
- B. Presentation From Rick Smith, New Manager for D & W Counties Canal Company
- C. Re-appointments to the Clinton City Parks Board
- D. **7:00 PM Public Hearing** –Adoption of the FY 20116-17 Clinton City Tentative Budget

### **III. OTHER BUSINESS'**

- a. Approval of Minutes: April 12, 2016 & April 21, 2016 Special Budget Work Session
- b. Accounts Payable
- c. Planning Commission Report
- d. City Manager's Report
- e. Mayor's Report
- f. Council Reports on Areas of Responsibility
- g. Action Item Review

### **IV. ADJOURN**

### **V. REDEVELOPMENT AGENCY AGENDA**

1. Call to Order
2. Roll Call

#### **I. BUSINESS**

1. **Public Hearing** - Adoption of FY 2016-17 Clinton City Redevelopment Agency Tentative Budget.

#### **II. ADJOURN**

### **VI. SPECIAL SANITARY SEWER**

1. Call to Order
2. Roll Call

#### **I. BUSINESS**

1. **Public Hearing** – Adoption of FY 2016-17 Clinton City Sanitary Sewer Special Service District Tentative Budget.

#### **II. ADJOURN**

*Dennis W. Cluff*

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DENNIS W. CLUFF, CITY RECORDER

**If you attend this meeting and, due to a disability, will need assistance in understanding or participating therein, please notify the City at least eight hours prior to the meeting and we will seek to provide assistance. The order of agenda items may be changed or times accelerated as time permits with the exception of public hearings.**

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Employee of the Month for March 2016 - Colten Pett	<b>AGENDA ITEM:</b> A
<b>PETITIONER:</b> Dennis Cluff, Mike Child	<b>MEETING DATE:</b> May 10, 2016
<b>RECOMMENDATION:</b> That Council recognize Colten Pett as the Employee of the Month for March 2016.	<b>ROLL CALL VOTE:</b> NO
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> Colten Pett has been with the Parks Department since 2012 as a seasonal employee. In July of this year, Colten accepted a Full Time position in the Parks Department. Since then his work has not disappointed us. His attention to detail, and wanting to learn all the aspects of the department are very impressive. He is always willing to help others on the crew as well as other departments in Public Works. He gets along well with his co-workers and treats the public with dignity and respect. He is always willing to come in for extra assignments and has a good attitude in all that he does. He is very diligent in gaining all the education he can, and is taking classes to be a certified arborist this summer as well and as get his Playground Safety Inspector certification this fall. I feel we are a better department for having Colten on the crew. Even though he is still relatively new in his role and responsibilities as a member of the Parks Department, he is well on his way to making the Parks Crew better than they were before.  I proudly recommend Colten Pett as the employee of the Month for March 2016.	
<b>ATTACHMENTS:</b>	

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Presentation From Rick Smith, New Manager for D & W Counties Canal Company	<b>AGENDA ITEM: B</b>
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b>  May 10, 2016
<b>RECOMMENDATION:</b> That Council meet Rick Smith, Davis and Weber Counties Canal Company's new General Manager	<b>ROLL CALL VOTE:</b>  NO
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b>  Rick Smith has been the D & W Counties Canal Company's engineering rep from JUB Engineers for about 14 years. He is filling the General Manager's position made vacant by Ivan Ray's retirement. Rick also functions as the Weber River Water Users Association manager or water master.	
<b>ATTACHMENTS:</b>	

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Appointments to the Parks Advisory Board	<b>AGENDA ITEM:</b> C
<b>PETITIONER:</b> Mayor Mitch Adams	<b>MEETING DATE:</b> May 10, 2016
<b>RECOMMENDATION:</b> That Council ratify the re-appointments of Darryl Armstrong, Angela Armstrong and Justin Gort to the City Parks Advisory Board, each for another 2 year term.	<b>ROLL CALL VOTE:</b> NO
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> Darryl & Angela Armstrong and Justin Gort have been involved hard working members of the City's Parks Advisory Board. The Mayor wishes to re-appoint each of them for another 2 year term, and thank them for their continuing service to the community.	
<b>ATTACHMENTS:</b>	

# CLINTON CITY COUNCIL AGENDA ITEM

<b>SUBJECT:</b> Public Hearing-7:00 P.M. - <b>Tentative</b> FY-2016-17 Budget Review	<b>AGENDA ITEM: D</b>
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b>  May 10, 2016
<b>RECOMMENDATION:</b> That Council hold the hearing, take public input, review changes, approve the Tentative Budget and set a public hearing for Final budget for a Special Meeting on Wednesday June 22, 2016 at 7:00 P.M.	<b>ROLL CALL VOTE:</b>  <b>YES</b>
<b>FISCAL IMPACT:</b>	
<p><b>BACKGROUND:</b> At a Special Meeting/Workshop on April 21<sup>st</sup>, the Council conditionally approved the Tentative Budget. As advertised, the Tentative Budget has been and will be available to the public, at City Hall, through June 22<sup>nd</sup>. This meeting is a Public Hearing to allow any public comment on the proposed budget. The Final Budget will also be a Public Hearing.</p> <p>This Tentative Budget is basically the same as the one reviewed on April 21<sup>st</sup>, with the following changes: 1) The identified typos have been corrected; 2) The discussed Police pay range (Class) and step adjustments as sent out to you are included; and, 3) Court Attorney costs have been moved to the Professional/Technical budget.</p> <p>The Final Budget and Tax Rate Certification need to be approved by June 22<sup>nd</sup>, so a Special Council meeting needs to be called for Wednesday June 22<sup>nd</sup> for the Final Budget hearing. This Tentative Budget will still be available for modification until the Final Budget is adopted on June 22<sup>nd</sup>.</p>	
<b>ATTACHMENTS:</b> <u>Tentative Budget FY 16-17</u>	



**CLINTON CITY COUNCIL MINUTES  
CITY HALL  
2267 North 1500 W Clinton UT 84015**

**MAYOR  
L. Mitch Adams**

**CITY COUNCIL MEMBERS**

*Anna Stanton  
Karen Peterson  
Mike Petersen  
Barbara Patterson  
TJ Mitchell*

<b>Date of Meeting</b>	<b>April 12, 2016</b>	<b>Call to Order</b>	<b>7:01 p.m.</b>
<b>Staff Present</b>	City Manager Dennis Cluff, Community Development Director Will Wright, Recreation Director Bruce Logan and Lisa Titensor recorded the minutes.		
<b>Citizens Present</b>	Braxton Rogers, Connor Parry, Shannon Mullins, John & Pam Petroff, LeAnn Hatfield, Angela and Darryl Armstrong, Jason Hamblin, Rebecca Jarman, Mary Frederickson, Rob Elggren, Jim Smith		
<b>Pledge of Allegiance</b>	Councilmember TJ Mitchell		
<b>Prayer or Thought</b>	Councilmember K. Peterson		
<b>Roll Call &amp; Attendance</b>	Present were: Councilmember K. Peterson, Councilmember M. Petersen, Councilmember TJ Mitchell and Mayor Adams  Excused were: Councilmember Patterson & Councilmember Stanton		
<b>A. EMPLOYEE OF THE FIRST QUARTER OF 2016 – COURT ADMINISTRATOR SHANNON MULLINS</b>			
<b>Petitioner</b>	Dennis Cluff		
	<p>Mr. Cluff stated that Shannon Mullins is the Court Administrator for the Clinton Municipal Court. She has been with Clinton City for 15 years. Shannon is a great employee and does an excellent job taking care of the Municipal Court. She and her clerk diligently process and maintain a massive amount of records, documents and legal paperwork that is required for Court. She represents the City well with the public and the professional organizations she works with. She is very knowledgeable in her field of work. Shannon and the new Judge work well together and are seeking ways to fast track the cases that come before the Court.</p> <p>Shannon is also a great person to work with and a valuable member of the City's management team. He said he is happy to recognize her as the Dept Head of the 1<sup>st</sup> Quarter of 2016.</p> <p>Mayor Adams said he appreciates the great job Shannon does for the City. He presented her with an award and gift card in recognition.</p>		
<b>B. EMPLOYEE SERVICE AWARDS FOR THE FIRST QUARTER OF 2016</b>			
<b>Petitioner</b>	Dennis Cluff		
<b>Discussion</b>	Mayor Adams identified the following individuals as recipients of service awards for the first quarter of 2016: Amber Fowles – 5 years Shannon Mullins – 15 years		
<b>C. APPOINTMENT TO THE PARKS ADVISORY BOARD –JUAN LUCERO</b>			
<b>Petitioner</b>	Dennis Cluff		

<b>Discussion</b>	Mr. Cluff explained that Juan Lucero has applied to be a member of the Parks Board. He has recently moved to Clinton and is looking forward to volunteering in the community. He is the brother of current Board Member Angela Armstrong.
<b>CONCLUSION</b>	<b>Councilmember M. Petersen moved to ratify Mayor Adams' appointment of Juan Lucero to the Clinton City Parks Advisory Board. Councilmember Mitchell seconded the motion. All voted in favor of the motion.</b>
<b>D. HAFB PRESENTATION ON 2016 AIR SHOW</b>	
<b>Petitioner</b>	Dennis Cluff, Lt. Col. Kris Long
<b>Discussion</b>	<p>HAFB Representatives were not present; however, they provided a PowerPoint presentation. Mayor Adams reviewed the presentation with the Council and public present. Councilmember M. Petersen reported the HAFB Air Show will be held June 25 &amp; 26, 2016 and encouraged everyone to attend. He said that busses are available for easy transport on and off base.</p> <p>Mr. Cluff stated the Fire Department will participate with the practice event on June 24.</p>
<b>E. PRESENTATION BY THE DAVIS COUNTY COMMISSIONERS</b>	
<b>Petitioner</b>	Dennis Cluff
<b>Discussion</b>	<p>Commissioner's John Petroff and Jim Smith were in attendance.</p> <p>They reported the County is in good shape. There are currently approximately 330,000 citizens.</p> <p>They discussed the following topics:</p> <ul style="list-style-type: none"> <li>• Personnel</li> <li>• Transportation Issues</li> <li>• Road Projects</li> <li>• Water Issues &amp; Educational Opportunities at Weber Basin Water Conservancy District</li> <li>• Education</li> <li>• Animal Control</li> </ul> <p>They encouraged Clinton to help promote communication and trust with the County Departments. They are moving forward with some good programs.</p> <p>Councilmember K. Peterson stated she appreciates the County Commissioners for their service. She expressed concern for needed road improvements in Clinton especially the need for widening 2000 W.</p> <p>Commissioner Petroff encouraged citizens to take advantage of public transit when possible.</p> <p>Mary Frederickson asked about animal control; how many animals are permitted?</p> <p>Commissioner Petroff replied according to the County Ordinance, 2 animals and a third if it is a rescue animal.</p> <p>Mr. Cluff clarified in Clinton it is 2 dogs over 4 months old without a kennel license.</p> <p>She then asked if she can have chickens</p> <p>Mr. Wright referred to Title 28 of the City Ordinance where it identifies the requirements to allow chickens. He said it is important to register the chickens with the City.</p> <p>Mayor Adams expressed appreciation for the services the County Commissioners provide Clinton City.</p>

<b>F. LICENSE AGREEMENT WITH HAMBLIN INVESTMENTS INC.</b>	
<b>Petitioner</b>	Dennis Cluff, Doug & Jason Hamblin
<b>Discussion</b>	<p>Mayor Adams said this is a small piece of property with very limited use. This development will benefit the community and a property owner whose property would be landlocked without it.</p> <p>The staff report identified Hamblin Investments Inc. received a zone change to PH (patio homes) for its planned West Fairfield Phase III subdivision land. In order for the developer to complete this subdivision comprised of a single street, he must obtain a second ingress/egress. The developer has obtained a Perpetual Easement from the Power Company to utilize some of their property under the power lines, but needs an additional 115 feet over City property in order to connect to an existing City street.</p> <p>The required 115 ft. by 60 ft. of land needed comprises about 36% of the West Fairfield Park parcel "C" property. This small (.443 acres) parcel of land is south, across the street, from the main (3.582 acres) West Fairfield Park piece of property. All of this West Fairfield Park property, except for a .79 acre (lot 32) lot purchased by the City, was conveyed at no cost to the City by the Hamblin's in 2005. The unattached parcel "C" south lot was part of this conveyance. All of this property is under the powerline corridor and has no real subdivision development potential. The License is a short term document, for when the subdivision is complete and the eventual Final Acceptance of the offsite improvements is made by the City, the roadway will be owned and controlled by the City and the License to the Hamblin's will expire. The License will cost the developer \$2,129.30. This is 70% of the appraised value applicable to the License area of 6,900 square feet of property.</p>
<b>CONCLUSION</b>	<p><b>Councilmember K. Peterson moved to approve the License Agreement between Clinton City and Hamblin Investments Inc for the purpose of placing roadway improvements over a portion of parcel "C" of West Fairfield Park land. Councilmember Mitchell seconded the motion. Voting by roll call is as follows: Councilmember Mitchell, aye; Councilmember K. Peterson, aye; Councilmember M. Petersen, aye.</b></p>
<b>G. BID AWARD FOR PUBLIC WORKS ADDITION – STEEL BUILDING</b>	
<b>Petitioner</b>	Dennis Cluff, Dave Williams
<b>Discussion</b>	<p>Engineer Bryce Wilcox explained this is for an addition for public works which was included in the 2015-16 budget; this bid is for a 40 x 60 metal building to be placed adjacent to the existing shops. There were two bids received; Metallic Building Company is the low responsive bidder at \$33,177.41. The other bidder was CO Building Systems with a bid of \$40,571.</p> <p>Dave Williams explained the intent is to increase office space and provide a break/training room as well as a place to hold appointments for the cemetery. It will also provide some much needed storage space.</p> <p>Councilmember K. Peterson said over \$200,000 was budgeted for this project. She would like to see the project costs presented to the Council as the project progresses to keep an eye on the budget.</p> <p>Councilmember Mitchell recommended he would like to see the project move forward quickly to save money on rising costs of construction materials.</p>
<b>CONCLUSION</b>	<p><b>Councilmember Mitchell moved to award the bid to Metallic Building Company for \$33,177.41 for a steel building for public works. Councilmember M. Petersen seconded the motion. Voting by roll call is as follows: Councilmember M. Petersen, aye; Councilmember K. Peterson, aye; Councilmember Mitchell, aye.</b></p>

<b>H. BID AWARD FOR 1300 N DETENTION POND CONSTRUCTION</b>	
<b>Petitioner</b>	Dennis Cluff, Dave Williams
<b>Discussion</b>	<p>This is a Storm Drain project proposed for 1300 N. The bids were opened Tuesday April 12<sup>th</sup>. Six responsible bidders were invited to bid, but only two submitted bids. Staker Parsons Construction bid was for \$189,212 and the low bid was submitted by Bowen Construction for \$186,420. Funds are budgeted in the current and next year's budgets in case the construction crosses over into the new fiscal year.</p> <p>Dave Williams said the design for the pond is complete, initially only a portion of the pond is intended to be developed.</p> <p>Bryce Wilcox stated the intent is to complete half the pond now and store the dirt on site until the property to the east develops which will save the City money and provide soil for future needs.</p> <p>He said both contractors are excellent to work with.</p>
<b>CONCLUSION</b>	<b>Councilmember Mitchell moved to award the bid to Bowen Construction for \$186,420 for the detention pond on 1300 N. Councilmember M. Petersen seconded the motion. Voting by roll call is as follows: Councilmember K. Peterson, aye; Councilmember Mitchell, aye; Councilmember M. Petersen, aye.</b>
<b>Approval of Minutes</b>	<b>Councilmember K. Peterson moved to approve the minutes of the March 8, 2016 City Council Meeting as written. Councilmember Mitchell seconded the motion. All voted in favor of the motion.</b>
<b>Accounts Payable</b>	<b>Councilmember K. Peterson moved to pay the bills. Councilmember Mitchell seconded the motion. All voted in favor of the motion.</b>
<b>Planning Commission Report</b>	Mr. Wright reported the March 29, 2016 Planning Commission meeting was cancelled. The Planning Commission is currently reviewing the Subdivision Ordinance.
<b>City Manager</b>	<ul style="list-style-type: none"> <li>• Spring Clean Up is Saturday, April 23 from 8 am to 1 pm.</li> <li>• The Budget Workshop will be held April 21 @ 5 p.m.</li> <li>• The Utah State Great Shake Out is scheduled for April 21 @ 10 a.m.</li> <li>• The Wasatch Front Regional Council will hold an Open House at Clinton Recreation on April 27 from 3 to 5 p.m.</li> <li>• The last meeting of the school year will be held with the local schools on April 20<sup>th</sup>.</li> </ul>
<b>Mayor</b>	<ul style="list-style-type: none"> <li>• Wasatch Integrated Waste Management is working to find ways to efficiently sort and manage materials to aid in maximizing combustion;</li> <li>• Recycling is not profitable at this time.</li> </ul>
<b>Councilmember Patterson</b>	<ul style="list-style-type: none"> <li>• Excused</li> </ul>
<b>Councilmember K. Peterson</b>	<ul style="list-style-type: none"> <li>• April 15<sup>th</sup> – Karaoke – Recreation Building at 6 p.m.</li> <li>• Would like the new manager for the DWCCC to attend a meeting to introduce himself.</li> </ul>
<b>Councilmember M. Petersen</b>	<ul style="list-style-type: none"> <li>• Expressed concern that the secondary is up and running by April 15.</li> </ul>
<b>Councilmember Stanton</b>	<ul style="list-style-type: none"> <li>• Excused</li> </ul>
<b>Councilmember Mitchell</b>	<ul style="list-style-type: none"> <li>• Heritage Days will be 2 days this year, all the events have been planned out;</li> <li>• Asked staff to make sure the Police don't joy ride on dirt hills to the east of the Rec Building during Heritage Days;</li> <li>• Soccer signs are within the guidelines of the sign ordinance; they have helped increase sign ups. There have been safety concern voiced about placement in the round-a-bout;</li> <li>• There have been some citizens express concerns about constant watering at Powerline Park.</li> </ul>
<b>Bryce Wilcox</b>	<ul style="list-style-type: none"> <li>• The CDBG Grant has been submitted and will be reviewed April 29</li> </ul>

	<ul style="list-style-type: none"> <li>• The 3000 W road improvement project will be back in progress next week; waterline evaluation and repairs are taking place simultaneously with the construction.</li> <li>• JUB is getting ready to notify residents on 1300 N about the road improvements</li> <li>• Wasatch Front Regional Council awarded Clinton City \$550,000 in funding for 2000 W &amp; 1300 N for 500 ft of curb, gutter and sidewalk in each direction; staff and JUB will work to get the project moved up on the list to receive funding as soon as possible;</li> <li>• \$100,000 has also been awarded for the trail at 2300 N &amp; 1300 N.</li> </ul>
<p><b>ADJOURNMENT</b></p>	<p><b>Councilmember K. Peterson moved to adjourn. Councilmember M. Petersen seconded the motion. All voted in favor of the motion. The meeting adjourned at 8:58 p.m.</b></p>
<p><u><b>ACTION ITEMS</b></u></p>	<ul style="list-style-type: none"> <li>• <b>The Council asked Public Works to provide reports of the cost of their addition in comparison to what was budgeted as the project progresses;</b></li> <li>• <b>The Council asked staff to monitor the powerline park watering schedule;</b></li> <li>• <b>The Council asked staff to follow up on a rumor about property located at 900 N 1500 W which is owned by Jordan Valley Water Conservancy District and is being rented out for farming – there is talk that the renter intends to put cows on the property, which is not allowed in the R-1-10 zone.</b></li> </ul> <p><b>Staff contacted Jordan Valley Water District and the individual renting the property. The renter indicated he intends to raise alfalfa and wheat then put up to five (5) cows through the winter to eat off the rest of the crop and to organically fertilize the pasture.</b></p> <p><b>Table 14-2(6) in Title 28 of the Clinton City Zoning Ordinance identifies that the property owner shall be allowed up to the five animal units and two fowl units on this size of property. He has visited with the neighbors to let them know what he is planning. He said several of the neighbors have been dumping their grass clippings, etc into the field. He intends to manage the weeds and debris by cultivating his crops and then grazing the cows the rest of the year. He plans to put a field fence along 1500 West to restrict access and keep the cows in the field.</b></p> <ul style="list-style-type: none"> <li>• <b>The Council asked staff to look into the possibility of talking with the property owner adjacent to the 1300 N detention pond to see if he is interested in selling some property to the City for a park.</b></li> </ul> <p><b>Staff contacted the property owner and he is not interested in selling property to the City.</b></p>



**CLINTON CITY COUNCIL MINUTES**  
**Special Budget Work Session**  
**Community Development Conference Room**  
**2267 North 1500 W Clinton UT 84015**

**MAYOR**  
*L. Mitch Adams*

**CITY COUNCIL MEMBERS**  
*Anna Stanton*  
*Karen Peterson*  
*Mike Petersen*  
*Barbara Patterson*  
*TJ Mitchell*

<b>Date of Meeting</b>	<b>April 21, 2016</b>	<b>Call to Order</b>	<b>5:00 p.m.</b>
<b>Staff Present</b>	City Manager Dennis Cluff, Community Development Director Will Wright, Treasurer Carla Parsons, Fire Chief Dave Olsen, Court Administrator Shannon Mullins, Recreation Director Bruce Logan, Police Chief Bill Chilson, Public Works Zac Martinez, and Lisa Titensor recorded the minutes.		
<b>Citizens Present</b>	There were none.		
<b>Roll Call &amp; Attendance</b>	Present were: Councilmember Patterson, Councilmember K. Peterson, Councilmember Stanton, Councilmember M. Petersen, Councilmember TJ Mitchell and Mayor Adams		
<b>A. TENTATIVE BUDGET REVIEW</b>			
<b>Petitioner</b>	Dennis Cluff		
	<p><b><u>TREASURER</u></b></p> <p>Treasurer Carla Parsons reviewed the Treasurer Department and City Building portions of the budget.</p> <p>She identified: Funds are being budgeted for a new computer server and program upgrades.</p> <p>Transaction fees will most likely increase due to as much as a 60% increase of citizens now using this service.</p> <p>The City has hired a part time janitorial staff which seems to be working well both financially and with the quality of the cleaning for the City.</p> <p>Mr. Cluff clarified the City Building budget reflects the final payment on the bond.</p> <p>He suggested the City Council hold a work session in the Fall to discuss where the funds currently being paid toward the bond could potentially be allocated after the final payment.</p> <p>The Council requested staff follow up on the following:</p> <p><b>Ms. Parsons:</b></p> <ul style="list-style-type: none"> <li>• <i>Research the possibility and cost/savings of providing a discount to customers who pay with their checking card vs. a credit card.</i></li> <li>• <i>Verify that the revenues from the late fees for utility payments are being deposited to the correct account in the budget.</i></li> </ul> <p><b>Mr. Cluff</b></p> <ul style="list-style-type: none"> <li>• <i>Look into the possibility of paying the bond off early to save in interest costs.</i></li> </ul> <p>The Council expressed their appreciation for the great job Ms. Parsons does for the</p>		

City.

### **FIRE**

Fire Chief Dave Olsen reviewed the Fire and Ambulance portions of the budget with the Council.

Mr. Cluff explained it has become difficult to hire part time firefighters; there is a need to increase starting wages to attract qualified individuals. He is proposing a 5% increase for starting wages plus the 1 ½% COLA and a 2 % merit step (which is budgeted for all employees) which would be an over all increase of 8 ½% by the end of the fiscal year. For part time it is a 2 salary step increase.

Councilmember Stanton said she feels that retaining our fire fighters is important.

Mr. Olsen said he appreciates how hard Mr. Cluff has worked to come up with this solution. This should help Clinton be more competitive.

He identified the budget includes the purchase of new self contained breathing apparatus (SCBA) equipment which the City has an opportunity to purchase at a significant discount of approximately 34% for a total cost of \$63,000. A grant has been submitted for the unit that fills the SCBA units. The SCBA equipment has a high seaburn rating, includes automatic backups, and has masks with a higher standard of heat grazing than the current units.

He also indicated the Fire Department is looking at an option of a new position – Senior Fireman.

Mr. Olsen also reported that the Ambulance program is doing well.

The Council expressed appreciation to Fire Chief Olsen for his hard work and efforts in trying to save the City money where ever possible.

### **COURT**

Court Administrator Shannon Mullins said she has been very impressed with the new Judge. She has witnessed some unique techniques she has used in dealing with offenders that have had positive outcomes.

She explained the Court budget includes an increase for legal services. Court hours will be extended to reduce the waiting time for a court appearance. Beginning in July, court will be held all day on Tuesdays.

Office supplies should continue to decrease because the Court continues to work to become completely paperless.

***The Council asked Mr. Cluff to move the payment for the prosecutors from the Court budget to the professional/technical budget.***

The Council expressed appreciation for the great job Ms. Mullins does for the Clinton Court.

Ms. Mullins reported that warrants are down; she is evaluating if it might be more efficient to once again hire an off duty police officer to serve warrants.

**RECREATION**

Recreation Director Bruce Logan addressed Recreation, Recreation Programs and Heritage Days budgets.

He explained that salaries are down for Heritage Days due to a reduction in the number of days of the event from 5 days to 2 days. The carnival will still be open from Wednesday to Saturday.

Mr. Logan said his Department is working hard to track, evaluate and trim costs wherever possible. They are evaluating their programs to be as efficient as possible.

The Council expressed appreciation for the hard work Mr. Logan and the Recreation Department staff do on behalf of the City.

**POLICE**

Police Chief Bill Chilson discussed the Police, Crossing Guards and DUI portions of the budget.

Mr. Cluff identified that in order to stay competitive; the City will also need to increase wages for the Police Officers with an overall increase of 8 1/2%.

Councilmember Stanton said she feels strongly that adjustments need to be made in salaries for the police officers.

Mayor Adams stated that longevity should be a factor, knowledge and experience about Clinton City is valuable.

Mr. Cluff said he feels an obligation to be fair to all employees in the City.

Chief Chilson stated that the budget includes standard increases for Davis Metro Narcotics, Lexipol and Spillman.

There are now two canine officers, the 2<sup>nd</sup> dog was donated.

The Police Department is requesting to replace two vehicles.

***The Council asked Mr. Chilson to look into the cost of a video system for a safe sell zone outside the police building.***

The Council expressed appreciation to the Police Department for their good work.

**COMMUNITY DEVELOPMENT**

Community Development Director Will Wright reviewed the Community Development budget.

They are asking for a new computer in addition to the possibility of a newer larger more fuel efficient vehicle for the building inspector.

***The Council directed Mr. Wright to look at consolidating their paper work to save time and money on all their forms.***

**PUBLIC WORKS**

Zac Martinez addressed the budgets for public works.

He explained the temporary employees have been adjusted because the Department will be hiring out trail maintenance rather than doing it in house.

As far as equipment, there is a need for a new boiler.

*The Council asked staff to prepare a cost break down of the expenses for the public works building improvements.*

**STREETS/PARKS/CEMETERY/MOTOR POOL/WATER/SEWER/STORM/GARBAGE**

The purchase of new snow removal equipment and a sander is included in the budget.

**PARKS**

There is an increase in this budget for temporary employees because in order to find enough temporary applicants for the summer, the wage had to be increased.

It also includes the addition of a sidewalk safety line program.

Mr. Cluff clarified it is not just for the parks but throughout the City for sidewalk safety and improvement.

**CEMETERY**

The cemetery staff has requested a new fire safe for safe records storage in addition to a shed to be placed at the cemetery to store equipment.

**MOTORPOOL**

Vehicles included in the Motorpool budget are as follows:

- 2-Police vehicles & equipment
- Line Stripper
- Crack Sealer & equipment
- Pick-up Truck (Streets)
- Pick-up Truck (Water)
- Pick-up Truck (Sewer )
- Pick-up Truck (Fire) + equipment
- Sedan (Comm Development)

Mr. Martinez explained that the cracksealer and equipment should save the City money in the long run by allowing staff to mitigate issues when they first become an issue.

**WATER**

The increase in temporary employees is to deal with the cross contamination issues and the installation of dual check valves.

The City Council discussed the potential for a work session in the near future to discuss water improvement needs.

**SEWER**

An impact fee study is included in this budget.

	<p><b><u>STORM DRAIN</u></b> Mr. Martinez explained there may be some Swppp changes.</p> <p><b><u>SOLID WASTE</u></b> The Solid Waste budget includes a slight increase for garbage cans.</p> <p><b><u>PARK CONSTRUCTION</u></b> No special purchase budgeted this year.</p> <p><b><u>SPECIAL ROADWAY STREET PROJECTS</u></b> The following projects and engineering costs are included in the streets budget:</p> <p>Canal Crossing (Meadows South) 950 N (1000 W to 1235 W &amp; cul-de-sacs) 1225 W (1850 N to 2050 W) 1300 N (1500 W to 1950 W+-) 2300 N (2250 W to 2500 W) Onyx surface treatment HAS surface treatment</p> <p><b><u>RDA</u></b> Normal maintenance costs are included in the budget.</p> <p><b><u>SSSSD</u></b> An increase in North Davis Sewer Fees is included in the SSSSD budget.</p> <p><b><u>CITY MANAGER</u></b> Mr. Cluff discussed General Fund Revenues. He stated that sales tax revenue appears to be up this year. There also appears to be an increase in building permits. Overall, the revenue balances with the expenses.</p> <p>Councilmember K. Petersen stated she feels it is time to evaluate employee health benefits and consider ceasing to pay the employees deductibles and putting that money instead into the pay scale for all employees.</p> <p><i>The Council asked Mr. Cluff to look into what the cost difference in premiums would be for the City to increase the deductible.</i></p> <p>The Council expressed appreciation to Mr. Cluff for the great job he did on this budget.</p>
<p><b>CONCLUSION</b></p>	<p><b>Councilmember Patterson moved to tentatively adopt the tentative budget with direction to staff to address the following action items:</b></p> <ul style="list-style-type: none"> <li>• <i>Evaluate utility payment options for e-check payments;</i></li> <li>• <i>Police pay and compression issues;</i></li> <li>• <i>Review Health Insurance options;</i></li> <li>• <i>Provide a cost break down of the expenses for the public works building improvements;</i></li> <li>• <i>Feasibility of potential water projects;</i></li> <li>• <i>Feasibility of increasing dual check valve installations;</i></li> <li>• <i>Move prosecutors to the professional/technical budget;</i></li> <li>• <i>Motorpool – evaluate vehicle needs;</i></li> <li>• <i>Look into the possibility of early payment of the bond</i></li> </ul>

	<p>Councilmember K. Petersen seconded the motion. Voting by roll call is as follows:</p> <p>Councilmember Mitchell moved to set the Tentative Budget Hearing for may 10, 2016 at 7:00 p.m. Councilmember Stanton seconded the motion. Councilmember's Peterson, Patterson, Petersen, Stanton and Mitchell all voted in favor the of the motion.</p>
<p><b>ADJOURN</b></p>	<p>Councilmember Stanton moved to adjourn. Councilmember Mitchell seconded the motion Councilmember Stanton seconded the motion. Councilmember's Peterson, Patterson, Petersen, Stanton and Mitchell all voted in favor. The meeting adjourned at 11:45 p.m.</p>

# CLINTON CITY RDA AGENDA ITEM

<b>SUBJECT:</b> Public Hearing 7:05 pm - RDA Tentative FY 2016-17 Budget Adoption	<b>AGENDA ITEM: 1</b>
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b>  May 10, 2016
<b>RECOMMENDATION:</b> That the RDA Board of Directors adopt the Tentative Budget for FY 2016-17, and set a Public Hearing for the Final Budget on Wednesday June 22, 2016 at 7:05 PM	<b>ROLL CALL VOTE:</b>  YES
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> The proposed budget for FY 2016-17 is \$389,123. The currently anticipated expenditures is on the flower system through out the down town area, downtown street light power and other costs that go with supporting these items. The entire RDA account is budgeted in order for the Board of Directors to have the opportunity to utilize funds if projects arise during the year.	
<b>ATTACHMENTS:</b> _____	

# CLINTON CITY

## SANITARY SEWER SPECIAL SERVICE DISTRICT

<b>SUBJECT:</b> Public Hearing-7:10 pm - SSSSD FY 16-17 Tentative Budget	<b>AGENDA ITEM: 1</b>
<b>PETITIONER:</b> Dennis Cluff	<b>MEETING DATE:</b>  May 10, 2016
<b>RECOMMENDATION:</b> That Board of Trustees approve the FY 16-17 Tentative Budget and set a Public Hearing on the Final Budget for June 22, 2016 at 7:10 P.M. (after the Council & RDA meetings)	<b>ROLL CALL VOTE:</b>  YES
<b>FISCAL IMPACT:</b>	
<b>BACKGROUND:</b> The Sanitary Sewer Special Sewer District serves the Cranefield Estates Subdivision area. The City Council serves as the Board of Trustees for this Special District, with the Mayor the Chairman. This Tentative budget sets up the funding of the Lift Station and related items for the FY 16-17 time period.	
<b>ATTACHMENTS:</b> _____	