

## MINUTES OF THE MAY 6, 2014, ROY CITY COUNCIL MEETING

1. Ode to Road Construction
2. Approval of the April 15, 2014, minutes
3. Public hearing on adjustments to the FY2014 Budget
4. Consideration of Resolution No. 1047 approving adjustments to the FY2014 Budget
5. Presentation of the FY2015 Budget
6. Appointment of firm to perform annual City audit
7. Presentation by Weber/Morgan Governing Youth Council (GYC)
8. Consideration Roy City Contract No. 2014-5 - an interlocal agreement for tow dispatch services
9. Consideration of Ordinance No. 1064 amending Roy City's organizational structure by transferring some divisions of Community and Economic Development to the Management Services Department
10. Consideration of Ordinance No. 1065 amending Roy City's organizational structure by creating an Information Technology Division in the Public Works Department
11. Roy City Contract No. 2014-6 - consideration of approval of the Roy Park Baseball Field Lighting Project
12. City Manager's report
13. Public comments
14. Mayor and Council reports
15. Adjourn

Minutes of the Roy City Council Meeting held May 6, 2014, at 6:00 p.m. in the City Council Room of the Roy City Municipal Building.

The meeting was a regularly scheduled meeting designated by resolution. Notice of the meeting was provided to the *Standard Examiner* at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Pro-Tem Dave Tafoya  
Councilwoman Marge Becraft  
Councilman John Cordova  
Councilman Brad Hilton  
Councilwoman Karlene Yeoman

City Manager Chris Davis  
City Attorney Andy Blackburn  
Secretary Michelle Drago

Excused: Mayor Willard Cragun

Also present were: Mike Elliott, Police Chief; Jason Poulsen, Fire Chief; Cathy Spencer, Management Services Director; Ross Oliver, Public Works Director; Sherri May, Code Enforcement Officer; Justin Willcox; Gary Empey; Brian Fowers; Megan Turner; Josh Oakes; Niven Turner; Tami Day; Shylah Day; Christine Frague; Kaylee Gifford; Lauren McBride; Breann Christopherson; Madisyn Butters; Devon Russell; Rachel Trotter; Officer Brock Gresham; Sidney Marchant; Zack; and Roy High School Chamber Choir.

Moment of Silence: Councilman Becraft

Pledge of Allegiance: Councilman Becraft

#### 1. ODE TO CONSTRUCTION

Councilwoman Becraft found driving through the road construction on 1900 West very frustrating. She had invited the Roy High School Chamber Choir to share *Ode to Construction* to help relieve everyone's stress.

The Roy High School Chamber of Choir sang *Twelve Days of Construction* and *Ode to Construction*.

#### 2. APPROVAL OF THE APRIL 15, 2014, MINUTES

**Councilwoman Hilton moved to approve the minutes of April 15, 2014, as written. Councilman Yeoman seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted "aye." The motion carried.**

### 3. PUBLIC HEARING ON ADJUSTMENTS TO THE FY2014 BUDGET

**Councilman Cordova moved to open the public hearing at 6:07 p.m. Councilman Hilton seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.**

Cathy Spencer, Management Services Director, stated that in March when adjustments were made to the FY2014 budget, it was noted that fund balance reserves were being increased by \$352,200. The increase was due to a \$209,500 grant from Weber County for improvements to 4400 South and a \$142,700 transfer from the Redevelopment Agency to pay for improvements to the Albertson's District. Neither transaction had an offsetting expenditure for FY2014, which meant fund balance reserves would increase and could potentially be above the 25% limitation at year end. In an effort to keep the fund balance within the legal limit and to help balance the FY2015 budget, the administration proposed to move several capital items from the FY2015 budget requests to FY2014.

Ms. Spencer said overall revenue projections for the General Fund would be increased by \$8,000 for miscellaneous items and for Police and Fire grants. Capital purchases included a GIS computer, diving boards for the Aquatic Center, a mower, some vehicles, and a lift for the Maintenance Division. Funds were being transferred to the Information Technology Fund to upgrade the City's computers. Adjustments also included setting aside \$100,000 in the Capital Projects Fund for the future realignment of George Wahlen North Park. The adjustment would only be done at the end of the fiscal year if revenues exceeded expenditures in the General Fund and fund balance reserves were close to the 25% limit.

Councilman Cordova asked about the decrease in ambulance fees. Ms. Spencer said that when the FY2014 budget was prepared, the City had to estimate the amount of revenue it would receive from Heritage Park Care Center and lasis transports. The City had not received as many calls as anticipated and the number of transports that had to be written off was higher than they had accounted for.

Councilman Hilton asked for a clarification of the revenue estimate for the FY2015 budget. Ms. Spencer said the City did not use the State's estimate for revenue increases. The City chose to use a more conservative number. Councilman Hilton felt that was a safe practice.

Mayor Pro-Tem Tafoya opened the floor for public comments. There were none.

**Councilwoman Becraft moved to close the public hearing at 6:12 p.m. Councilman Cordova seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.**

4. CONSIDERATION OF RESOLUTION NO. 1047 APPROVING ADJUSTMENTS TO THE FY2014 BUDGET

**Councilman Cordova moved to approve Resolution No. 1047 approving adjustments to the FY2014 Budget as outlined. Councilwoman Yeoman seconded the motion. A roll call vote was taken: Council members Yeoman, Cordova, Tafoya, Becraft, and Hilton voted “aye.” The motion carried.** (Copy filed for record).

5. PRESENTATION OF THE FY2015 BUDGET

Cathy Spencer, Management Services Director, stated that in the tentative FY2015 budget all of the funds were balanced. A tax increase was not proposed. There was one rate increase in the Recreation Department to cover ongoing costs. The budget included two new employees – a maintenance technician and a fire fighter. There was a 7% increase in health care costs that would be split between the City and the employees. The staff was still trying to reduce the cost of health insurance. The staff was also looking at adjusting the City’s benefit package by changing the deductibles. The budget also included 3% for a COLA or merit increases. The Capital Project Fund had been reduced to \$704,000 because some items had been moved to the FY2014 budget. The North Davis Sewer rate increase would be passed onto citizens. Operating expenses for the Water Fund had been increased due to the operation of 5175 South well year round. The Water Fund also included funds to purchase software that would allow meters to be read from the office. It would take five years to change out all of the meters with transmitters that would talk to the software. Waste Management’s increase would be passed onto the citizens. Tipping fees were also increasing. It was possible that the City wouldn’t have to pay the increased tipping fees if Waste Management was able to deliver recyclables to Weber County.

Ms. Spencer asked that the Council accept the tentative budget and set a public hearing on either June 3<sup>rd</sup> or 17<sup>th</sup> to consider the final FY2015 budget.

Mayor Pro-Tem Tafoya stated that the Council would meet with the department heads on May 14<sup>th</sup> to review the budget.

**Councilman Hilton moved to accept the tentative FY2015 budget and to set a public hearing on June 3<sup>rd</sup> at 6:00 p.m. to consider the final budget. Councilman Cordova seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.**

6. APPOINTMENT OF FIRM TO PERFORM ANNUAL CITY AUDIT

Cathy Spencer, Management Services Director, stated that in February the City sent Requests for Proposals for audit services to seven local accounting firms. The City received five responses ranging from \$45,600 to \$46,225. All of the firms were highly qualified to perform the City’s annual audit. The Audit Committee interviewed three of the firms and selected the firm of Litz & Company to serve as auditors for the FY2014

fiscal year. It was anticipated that Litz & Company would be engaged to perform the audit for the three succeeding years.

Councilman Cordova asked if the City had used Litz & Company before. Ms. Spencer said it had not. Litz & Company was a local firm and was very qualified. She felt they would do a good job

**Councilwoman Becraft moved to award the audit contract to Litz & Company for audit services for \$45,600. Councilman Cordova seconded the motion. A roll call vote was taken: Council members Hilton, Tafoya, Yeoman, Becraft, and Cordova voted “aye.” The motion carried. (Copy filed for record).**

7. PRESENTATION BY WEBER/MORGAN GOVERNING YOUTH COUNCIL (GYC)

Mike Elliott, Police Chief, introduced Officer Brock Gresham and members of the Weber/Morgan Governing Youth Council. Chief Elliott received a lot of calls about Officer Gresham, but the comments were all positive.

Shylah Day stated that they were members of the Weber/Morgan Governing Youth Council (GYC).

Sidney Marchant stated that the Youth Council held a Tobacco Free Advocacy Night.

Zack stated that the Youth Council urged their peers not to use e-cigarettes. Officer Gresham stepped up to help with the Youth Council. He attended meetings with them. He even to the State Capital with them when they asked the Legislature to make changes in State law. His presence really made a difference. The Legislature didn't pass everything the Youth Council wanted, but some changes were made. The Youth Council wanted to thank Officer Gresham for his time and effort.

Officer Gresham stated that the students were awesome. He loved working at the high school and junior highs. It was the first time he had attended the Legislature to see how laws were passed. He planned to back next year.

8. CONSIDERATION OF ROY CITY CONTRACT NO. 2014-5 AN INTERLOCAL AGREEMENT FOR TOW DISPATCH SERVICES

Mike Elliott, Police Chief, stated that this was an interlocal agreement for towing services from private companies that were dispatched from the Weber 911 Center. Each city used to vet its own towing services. It took a lot of time and a lot of work was duplicated. Ogden City took over vetting the towing companies. The Interlocal agreement allowed cities to use Ogden's master list. Each city still had the authority to suspend a company if it wasn't happy with their services.

In response to a question from Mayor Pro-Tem Tafoya, Chief Elliott said the City would still have complete control over who towed when and where.

Councilman Cordova asked if the City had suspended any towing companies. Chief Elliott said it hadn't. The Interlocal agreement held companies to higher standards.

**Councilman Hilton moved to approve Roy City Contract No. 2014-5 an Interlocal agreement for tow dispatch services. Councilwoman Yeoman seconded the motion. A roll call vote was taken: Council members Hilton, Tafoya, Yeoman, Becraft, and Cordova voted "aye." The motion carried. (Copy filed for record).**

9. CONSIDERATION OF ORDINANCE NO. 1064 AMENDING ROY CITY'S ORGANIZATIONAL STRUCTURE BY TRANSFERRING SOME DIVISIONS OF COMMUNITY AND ECONOMIC DEVELOPMENT TO THE MANAGEMENT SERVICES DEPARTMENT

Mayor Pro-Tem Tafoya stated that the City Council discussed changing the City's organizational structure during a work session last week. Did the Council have any further questions?

**Councilwoman Yeoman moved to approve Ordinance No. 1064 amending Roy City Code, Title 1, Chapter 7, Section 4:A.5, 4:C.4, and 4:C.5 for the purpose of changing Roy City's organizational structure by transferring the planning and zoning, permits and inspections and business licensing divisions of the Community and Economic Development Department to the Management Services Department; by changing the name of the Community and Economic Development Department to the Economic Development Department; and designation the City Planner as the Roy City Zoning Administrator. Councilman Hilton seconded the motion. A roll call vote was taken: Council members Cordova, Becraft, Yeoman, Hilton, and Tafoya voted "aye." The motion carried. (Copy filed for record).**

10. CONSIDERATION OF ORDINANCE NO. 1065 AMENDING ROY CITY'S ORGANIZATIONAL STRUCTURE BY CREATING AN INFORMATION TECHNOLOGY DIVISION IN THE PUBLIC WORKS DEPARTMENT

Mayor Pro-Tem Tafoya stated there had been an IT division in the Public Works Department for about a year. It had been working well.

**Councilman Cordova moved to approve Ordinance No. 1065 amending Roy City Code Title 1, Chapter 7, Section 4:C.1 for the purpose of changing Roy City's organizational structure by creating an Information Technology Division in and under the Public Works Department and removing the maintenance of computer systems from the Management Services Department responsibilities. Councilwoman Becraft seconded the motion. A roll call vote was taken: Council members Tafoya, Cordova, Hilton, Becraft, and Yeoman voted "aye." The motion carried. (Copy filed for record).**

#### 11. CONSIDERATION OF ROY CITY CONTRACT NO. 2014-6 AWARDING THE CONTRACT FOR THE ROY PARK BALL FIELD LIGHTING PROJECT

Ross Oliver asked that the City Council award the contract for the Roy Park Ball Field Lighting Project to J & J Electric, Inc. for \$136,650. The budget for the project was \$141,000. J & J Electric submitted the only proposal the City in response to its Request for Proposals. Mr. Oliver said J & J had worked for the City before. They put in lights at West Park. The Roy Park Ball Field Lighting Project consisted of replacing wood poles with metal.

Councilwoman Becraft asked if it was unusual to receive only one proposal. Mr. Oliver felt it was. The City received requests for five information packets, and he met with three different companies.

Mayor Pro-Tem Tafoya asked if the City planned to reuse the wood poles. Mr. Oliver said it didn't. They were too out-of-date.

**Councilman Hilton moved to approve Roy City Contract No. 2014-6 awarding the contract for the Roy Park Ball Field Lighting Project to J & J Electric, Inc. for \$136,650 and to authorize the Mayor to sign the Notice of Award and Contract Agreement. Councilman Cordova seconded the motion. A roll call vote was taken: Council members Becraft, Tafoya, Yeoman, Hilton, and Cordova voted "aye." The motion carried. (Copy filed for record).**

#### 12. CITY MANAGER'S REPORT

Chris Davis stated that a budget work session with the department heads had been scheduled for Wednesday, May 14<sup>th</sup>, at 7:00 p.m.

Chris Davis reported that the Comcast Cares Day held on April 26<sup>th</sup> was very successful. The turnout was amazing. Councilman Hilton echoed Chris's comments. A lot of good was done. Councilman Cordova asked how many volunteers showed up. Mr. Davis said there were about 700 people.

Chris Davis stated that the Weber County Commission approved the transfer of properties between Weber County and Roy City to allow construction of the new library and revamping of George Wahlen North Park. Both parties hoped to have the contracts done in order to allow for the library's ground breaking ceremony on May 16<sup>th</sup>.

#### 13. PUBLIC COMMENTS

Christine Frague, representing the Roy Association of Senior Adults, stated that RASA had several quilters and photographers. They wanted to know if a RASA quilt and photo display could be incorporated into Roy Days. Mayor Pro-Tem Tafoya asked what date they wanted to do the display. Ms. Frague said they wanted to hold an open house on Super Saturday right after the parade while people were still around. Mayor Pro-Tem

said the display would also be done at the park where people could view the quilts and pictures all day.

Brian Fowers, 2040 West 4350 South, asked about the status of the North Park citizen's committee. Mayor Pro-Tem said nothing had been formed yet. The City would contact him.

#### 14. MAYOR AND COUNCIL REPORTS

Mayor Pro-tem Tafoya reminded the City Council that June was the month citizens could opt-out of the recycling program. Chris Davis said citizens would have from May 15<sup>th</sup> to June 30<sup>th</sup> to opt out. June 30<sup>th</sup> was the cutoff date.

Councilman Cordova asked if it would be possible to get smaller garbage cans. Those who recycled didn't need a large can any longer. Mr. Davis said he would ask Waste Management about smaller cans. He reported that the City now had a container to accept glass at the City shop. Roy City was one of the few communities that had a place to recycle glass.

Councilman Hilton asked about the status of a town meeting. Mr. Davis said he was trying to schedule the new North Park Elementary for the meeting.

Mayor Pro-Tem Tafoya asked for suggestions for a 2014 Roy Days theme.

#### 15. ADJOURN TO A REDEVELOPMENT AGENCY MEETING

**Councilman Hilton moved to adjourn at 6:42 p.m. and convene a Redevelopment Agency meeting. Councilwoman Becraft seconded the motion. Council members Becraft, Cordova, Hilton, Tafoya, and Yeoman voted "aye." The motion carried.**

Attest:

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Dave Tafoya  
Mayor Pro-Tem

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Amy Mortenson  
Recorder