



ROY CITY

Roy City Council Agenda
January 19, 2016 – 6:00p.m.
Roy City Council Chambers
5051 South 1900 West

Moment of Silence and Pledge of Allegiance: Councilmember Yeoman

1. Approval of January 5, 2016, City Council Minutes
2. Presentation of Employee of the Month
- 6:00 p.m. 3. Public Hearing to Amend the Fiscal Year 2016 Budget
4. Consideration of Resolution 16-3 Approving Adjustments to the Fiscal Year 2016 Budget
5. Consideration of a Request for Conditional Use Approval to Allow a Tattoo Parlor Located at 5798 South 1900 West
6. Consideration of Amendments to Parking Ordinance
7. City Managers Report
8. Public Comments
9. Mayor and Council Report
10. Adjourn

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Certificate of Posting

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AMY MORTENSON,
ROY CITY RECORDER

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Roy City Council Agenda Information – (801) 774-1020

MINUTES OF THE JANUARY 5, 2016, ROY CITY COUNCIL MEETING

1. Approval of December 15, 2015, minutes
2. Swearing in of City Council members and City Treasurer
3. Public hearing to consider potential projects for which funding may be applied under the CDBG (Community Development Block Grant) small cities program for Year 2016
4. Consideration of Resolution No. 16-1 approving an amendment to the Roy City Personnel Policy Manual
5. Consideration of Resolution No. 16-2 approving a check acceptance and return check fee
6. Discussion regarding setting an implementation date for Police Department wage adjustment
7. Discussion regarding various proposals for property located at approximately 2748 West 5600 South
8. Discussion regarding Parking Ordinance
9. City Manager's Report
10. Public comments
11. Mayor and Council reports
12. Adjourn

Minutes of the Roy City Council Meeting held January 5, 2016, 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 Willard Cragun	City Manager Andy Blackburn
Councilwoman Marge Becraft	City Attorney Clint Drake
Councilman Bob Dandoy	Secretary Michelle Drago
Councilman Brad Hilton	Youth City Council Samantha Jensen
Councilman Dave Tafoya	
Councilwoman Karlene Yeoman	

Also present were: Cathy Spencer, Management Services Director; Amy Mortenson, City Recorder; Carl Merino, Police Chief; Steve Parkinson, Planner; Ross Oliver, Public Works Director; Travis Flint, Parks and Recreation Director; Greg Sagen; Joe Ritchie; Mrs. Ritchie; Elizabeth Brown; Niki Higgs; Jaden Jeske; Tim Higgs; Samantha Tilton; Brad Jones; Todd Grandstaff; John B.; Kati Lowder; Matthew Bradford; Janica Supino; Officer Trevor Barker; John Barker; and Rick Davis.

Moment of Silence: Councilman Tafoya

Pledge of Allegiance: Councilman Tafoya

1. APPROVAL OF DECEMBER 15, 2015, MINUTES

Councilwoman Becraft moved to approve the minutes of December 15, 2015, as written. Councilwoman Yeoman seconded the motion. Council members Becraft, Dandoy, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.

2. SWEARING IN OF CITY COUNCIL MEMBERS AND CITY TREASURER

Amy Mortenson, City Recorder, swore in Bob Dandoy, Karlene Yeoman, and Dave Tafoya as City Council members and Niki Higgs as City Treasurer

3. PUBLIC HEARING TO CONSIDER POTENTIAL PROJECTS FOR WHICH FUNDING MAY BE APPLIED UNDER THE CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT) SMALL CITIES PROGRAM FOR YEAR 2016

Steve Parkinson, Planning and Zoning Administrator, explained that CDBG grant money had to be spent on projects benefitting primarily low to moderate income persons in Roy. The Wasatch Front Regional Council, of which Roy was a member, was expecting to receive approximately \$750,000 to \$1,000,000 in the new program year. This public hearing was to consider potential projects for which funding might be applied under the 2016 Community Development Block Grant Program. Examples of

eligible activities that could be accomplished under the program were: Water and sewer lines; street replacement; curb, gutter and sidewalks.

Mr. Parkinson again mentioned that this public hearing was to solicit potential projects

At 6:07 p.m., Councilwoman Yeoman moved to open the CDBG public hearing for the purpose of considering potential projects for the 2016 Community Development Block Grant Program. Councilman Hilton seconded the motion. Council members Becraft, Dandoy, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.

Mayor Cragun opened the floor for public comments. He asked anyone with questions, comments, or suggestions to identify themselves by name and address before they spoke. The clerk would include their names in the minutes. The Council wanted to specifically respond to their questions and suggestions during the hearing.

There were no comments from the public.

Councilman Tafoya asked what happened if the City did not receive any public comments or suggestions. Steve Parkinson said the City adopted a capital investment plan as part of the budget. If the City didn't receive any project suggestions, it would follow the approved plan.

Councilman Hilton moved to close the public hearing at 6:08 p.m. Councilman Dandoy seconded the motion. Council members Becraft, Dandoy, Hilton, Tafoya, and Yeoman voted “aye.” The motion carried.

4. CONSIDERATION OF RESOLUTION NO. 16-1 APPROVING AN AMENDMENT TO THE ROY CITY PERSONNEL POLICY MANUAL

Police Chief Carl Merino stated that the administration had found that policies in the Police Department did not comply with Section 1301 of the Personnel Policy Manual.

Councilman Tafoya asked about difference was between the policies. Chief Merino said the Personnel Policy defined an employee's work week as a fixed 40 hours and police and firefighters as hours worked in a work period. The administration proposed that police officers have the same work period system as regular employees. The policy needed to be amended to comply with the Fair Labor Standards Act.

Councilman Tafoya moved to approve Resolution No. 16-1 amending the Roy City Personnel Policy and Procedure Manual for compensation and overtime. Councilwoman Becraft seconded the motion. Council members Yeoman, Hilton, Dandoy, Becraft, and Tafoya voted “aye.” The motion carried. (Copy filed for record).

5. CONSIDERATION OF RESOLUTION NO. 16-2 APPROVING A CHECK ACCEPTANCE AND RETURN CHECK FEE

Cathy Spencer, Management Services Director, stated that approval of Resolution No. 16-2 was a housekeeping item. The City needed to have a written policy for accepting checks and setting a return check fee. She had been unable to find one. The proposed policy would assess a \$20 return check fee for insufficient funds or accounts closed.

Councilwoman Becraft asked if the City had had problems in the past. Ms. Spencer just wanted to make sure the City had a copy of the policy on file.

Councilman Tafoya asked if a check policy and return check fee were still necessary in today's business world. Ms. Spencer said a lot of people still paid with checks, and the City received bank checks for those who paid their bills online.

Councilman Hilton moved to approve Resolution No. 16-2 establishing a check acceptance policy and returned check fee. Councilman Dandoy seconded the motion. A roll call vote was taken: Council members Tafoya, Dandoy, Yeoman, Hilton, and Becraft voted "aye." The motion carried. (Copy filed for record).

6. DISCUSSION REGARDING SETTING AN IMPLEMENTATION DATE FOR POLICE DEPARTMENT WAGE ADJUSTMENT

Mayor Cragun stated that Roy City and many police departments in the state were having difficulty retaining new applicants and police officers. Many police officers were leaving Weber County and going to Salt Lake due to better wages and benefits. It was becoming difficult to fill positions when they left. The City Council had granted a request for a study to help alleviate the situation. The City didn't want officers working a shift with only one or two people on duty. Roy was a fairly large city, and it sometimes had substantial crime problems. There was often a need to respond in force to get the job done.

Andy Blackburn stated that during a work session on October 20th, the City Council heard Police Chief Carl Merino explain the problem in the Police Department. The City was losing its mid-range officers due to salaries paid by other agencies. There was also a salary compression issue where officers who had been with the city for three to eight years were only making \$0.30 more an hour than a brand new police officer. Across the state and nation there wasn't the supply of police officers there used to be. The only way to stop the loss of officers was to address wages. The City also wanted to deal with the salary compression problem. The Council directed the staff to implement a plan for the beginning of the year. Mr. Blackburn said Chief Merino, Cathy Spencer, and he had prepared that plan. They wanted to prepare an ordinance and schedule a public hearing for the January 19th meeting.

Mr. Blackburn said the plan was complicated. They tried to be fair and equitable. The plan included a formula and took into consideration years of service. Using the formula

would put wages at a comparable level. Part of the plan included a 1% increase. If a hearing was held on January 19th, the plan could go into effect on January 23rd. Merit increases would be in place before the plan went into effect. There would not be a cost increase to implement the plan for the remainder of the fiscal year. The Police Department had saved money because it had not been able to fill two positions and the deputy chief position was not filled for several months. However, the plan would increase next year's budget by \$80,000 plus whatever raises the Council decided to implement. The future cost would likely require the City Council to impose a tax increase. Police officers were a commodity that had gone up in cost.

Mr. Blackburn stated that the Roy Police Department typically had 38 positions. The City had been unable to fill two of them. The City had received a request for seven background checks for current officers. Those requests could mean there would soon be nine positions to fill, which was about one quarter of the City's police force. He felt the City would be in trouble if the Council didn't act.

Councilman Hilton stated that the plan proposed by Chief Merino in the work session included steps that guaranteed officers increases. Was there a step guarantee in the new plan? Mr. Blackburn said the plan discussed in the work session did not include a guaranteed step increase.

Andy Blackburn stated that Ogden City had said guaranteed step increases were subject to budgetary constraints. He was concerned about the pay scale. It was fine when there was an increase every few years. If the City ran into a budgetary problem and cut back on increases, it would run into the same problem it was in. The City had to be consistent in providing increases for police officers along with all City employees. This was a problem the Council would have to continue to take care of. The Council had to make a commitment, or it would end back where it was. Not providing raises for five years had caused the problem. The City's starting wage for a police officer was a little higher than Ogden's. The salary for an officer with tenure was also a little higher. The problem was in the middle. Mr. Blackburn said the economic downturn in 2007 was the worst since the Depression. He felt it was unlikely the City would experience something similar. He reminded the Council that Roy City had only had one tax increase in 20 years.

Councilman Dandoy asked when the last tax increase was. Cathy Spencer said it was in 2005.

Andy Blackburn felt a tax increase might be needed in order to provide needed services.

Councilman Hilton stated that public safety was a top priority, but he did not want officers to have false impressions. The City Council wanted to take care of all the employees, but it also wanted them to be aware that the Council could not guarantee it every year.

Councilman Tafoya asked how the salary gap would be bridged. Cathy Spencer said salaries for officers whose bulk of service years were before 2007 did not seem to be far out of line. Their salaries did not need to be adjusted as much. The officers that needed the greatest adjustment were those who only had six or seven years of service before 2007. They would see the biggest adjustment.

Councilman Tafoya asked about the difference in pay for a starting officer versus one who had been with the City for four years. Ms. Spencer said the starting salary was \$19.00 per hour. After three years, the salary would be \$20.07. The more tenure an officer had with the City the higher the salary. At five years, the salary would be \$20.67. At ten years it would be \$23.23.

Councilman Hilton asked if a newly officer with years of service elsewhere would be started at the rookie salary. Ms. Spencer felt the proposed plan opened up the potential to hire experienced officers at a higher range.

Councilman Dandoy felt the greatest resource the City had was its employees. It really came down to taking care of them. The City Council would address the police force, but what about other employees? To be fair and equitable was the City looking at salaries in other departments? If the same thing was happening elsewhere, was there a plan to resolve it?

Councilman Dandoy asked how much revenue the City would receive from Proposition One. Andy Blackburn said the City would receive \$388,000. Cathy Spencer said money received from Proposition One would be Class C road money. It could not be spent on salaries.

Councilman Dandoy asked how much General Fund money was used for roads. Cathy Spencer said all roads were funded from the Class C road money. There weren't any road projects in the General Fund.

Councilman Dandoy stated that salary increases would be perpetual. There had to be a revenue stream to offset the cost of the salary increase. He felt that economic development was the answer. Raising taxes would be very unpopular.

Andy Blackburn stated that there was an economic crisis in the Police Department. The administration wasn't seeing anything as drastic in the other departments. There were positions in the Police Department the City could not fill. The City would look at other departments in the future.

Councilman Dandoy agreed the Police Department was important, but the City couldn't just ignore other departments that might have the same problem. He felt all of the departments should be documented, and that a way out should be proposed.

Mayor Cragun felt the situation in the Police Department was a critical issue. Ogden City also had to take drastic measures to prevent officer losses to Salt Lake. He realized that it had been many years since the City had addressed salary issues with the other

employees. The Council was committed to addressing them, but it might not be able to address them in one setting. Roy City was facing a critical issue. The City Council needed to address what was happening in the Police Department. He did not like to increase taxes, but the City Council needed to look ahead. The City was working on economic development.

Councilwoman Yeoman asked if the proposed plan would it only be place until the next budget.

Councilman Hilton stated that once the plan was implemented it would be permanent.

Andy Blackburn stated that once an increase was given, it could not be taken back.

Councilman Tafoya stated that if the plan was implemented, the City would be looking at an \$80,000 increase in next year's budget.

Councilman Tafoya stated that the reality was that police officers had made the raise possible themselves. There was a shortage of police officers in the nation right now. When the Council voted to implement the plan, it was committing to spend \$80,000 in the next fiscal year. He quoted Robert Kennedy who said, *"Every society gets the kind of criminal it deserves. What is equally true is that every community gets the kind of law enforcement it insists on."* If you want the best, you have to pay the best. He believed Roy City had the best officers, but it did not pay the best. If the City wanted the best, it would have to pay for it. The Council would address the problem in the next budget. If the City wanted greatness, there would be a cost. The shortage of officers was not just a problem in Roy City; it was state wide. It was a thankless job. The perception of police officers was not what it used to be. Officers were now treated just as badly as criminals. He believed in City's police officers and what they needed. The City Council needed to ensure officers would be taken care of now and in the future. If taxes had to be raised, he felt it would be a justified raise. A community who went 20 years without a tax increase was doing the citizens a disservice. It was not planning for the future. In the next six months, the City Council would start planning for the future so that officers would be able to support their families. He felt it was unrealistic for the City to be able to take care of every employee.

Councilman Hilton said the administration was seeking direction regarding an implementation date.

Councilman Tafoya was comfortable with the dates proposed by the administration and the proposed plan.

Councilman Hilton felt the staff had the direction it needed to schedule a public hearing and bring back a resolution at the next meeting.

Mayor Cragun said the City was righting a line for years. It was the result of failing to take action that needed to be taken. That failing was on the elected officials. He had

ordered a review of all fees in the City. Adjustments had begun. The City was going to follow a strategy of keeping its employees.

7. DISCUSSION REGARDING VARIOUS PROPOSALS FOR PROPERTY LOCATED AT APPROXIMATELY 2748 WEST 5600 SOUTH

Councilwoman Yeoman stated that the owner of property located at 2748 West 5600 South had asked that the City Council reconsider its decision to not rezone the property due to a lack of access. She had looked at the owner's development proposal and felt it was worth looking at. She asked if the Council wanted to look at the property again.

Councilman Hilton said he had also met with the owner and felt he had come up with a good plan. The owner had put a lot of effort into the plan. He felt it would be good to take another look at the property. The owner's proposed density was a lot more conducive.

Councilman Dandoy stated that when the Planning Commission considered the property, the issue was access on 2700 West.

Steve Parkinson, Planner, stated that UDOT had given the proponent a letter stating it would evaluate access on 5600 South. The access had not been completely solved.

Councilman Dandoy stated that if circumstances had changed, he felt the City owed the individual the right to go back to the Planning Commission. If circumstances had changed, it was worth a second look.

Mayor Cragun was willing to take another look at the project.

Steve Parkinson stated that the Planning Commission recommended that the Council approve the Future Land Use Map amendment and the rezone. The Planning Commission couldn't review anything further unless the Council reconsidered the rezone. The Council could approve the rezone based on the conceptual plan presented by the proponent. The Planning Commission could then review a site plan and conditional use.

Councilman Tafoya stated that Roy City was dense. The townhouses being proposed were still multi-family. He felt the City Council needed to talk about whether to allow more multi-family. Ten years ago, the City Council decided it wasn't going to allow anything less than 10,000 square foot lots. He felt the Council needed to look at what it wanted to allow in the future before it decided whether to reconsider the zoning of this property.

Mayor Cragun stated that it came down to whether the Council wanted any more growth in the City or not.

Councilman Hilton stated that ten years ago the City looked at properties that were conducive for larger lots. It wanted to get as many large lots as possible. There were places that 10,000 square foot lots would not work. High density would not work on this property, but an R-3 Zone was still needed to have townhomes.

Councilman Dandoy asked about scheduling a work session with the Planning Commission to discuss the City's long term plans.

Councilwoman Yeoman said there were a lot of property owners who wanted to know what the City was going to do with its vacant property. She felt the Council needed to make a decision as quickly as possible.

There was a discussion about scheduling a joint work session. Andy Blackburn asked what the Council wanted from the staff. The Council wanted to hold a general discussion with the Planning Commission regarding the zoning map. The Council decided to hold a joint work session on January 26th at 7:00 p.m.

8. DISCUSSION REGARDING PARKING ORDINANCE

Clint Drake, City Attorney, stated that the Parking Ordinance had not been updated since 1994. He asked how the Council felt about the parking fees and how the ordinance was being enforced. The municipal code required that penalties be set by the Council. He had compared Roy's parking fees to other cities. Roy's general parking citation of \$35 was in line with most parking citations which ranged from \$25 to \$110. The only fee that seemed out of line was for fire lane violations. Roy's fee was \$75. Other cities throughout the state were charging \$100 to \$125.

Mr. Drake explained that the Parking Ordinance gave staff authority to enforce the ordinance but didn't go into details. If a parking citation was issued, it had to be paid within 15 days. If it was not, a letter was sent out, and a \$10 late fee was imposed. If the ticket had not been paid within 25 days, a second notice was mailed, and a \$20 penalty was added. If there was no response at that time, an interest rate of 28% was added and it was sent to collections for recovery.

Mr. Drake stated that there were a few simple items that needed to be amended to make enforcement easier. He asked how the Council wanted to proceed with fees and enforcement.

Councilwoman Yeoman asked who enforced the Parking Ordinance. Mr. Drake said parking citations were issued by police officers. The citations were submitted to the court who monitored them. Parking citations were civil penalties that were handled much like criminal violations.

Councilwoman Becraft felt there was a long period of time before a fee was finally collected.

Councilman Tafoya asked if a judge had the authority to remit a fee. Mr. Drake said he did, but most people did not choose to follow the arraignment process.

Councilman Tafoya asked how long it had been since parking fees were raised. Mr. Drake said the ordinance was amended in 1994. He could not find record of any changes to the parking fees since that time.

Councilwoman Yeoman felt the fees needed to be raised. The rest of the Council agreed.

Councilman Dandoy asked about the difference between parking violations and off street parking in residential zones. Mr. Drake said off-street parking was considered a nuisance and was handled by the Code Enforcement Officer. One was a civil violation; the other was a nuisance. They were treated differently by the prosecutor. The City's philosophy on nuisance violations was compliance.

Councilman Tafoya felt the second warning should be eliminated. If a ticket wasn't paid within fourteen days, it should be considered a failure to appear and sent along.

Clint Drake stated that if the parking citation followed the criminal route, the City would end up with a lot of parking tickets that evolved to warrants. Years down the road the City would end up dismissing them. If the citation followed a civil path, penalties could be added, and it could be sent to collections. Once the citation was sent to collections, the City didn't have to worry about it anymore. He wanted to make the process more efficient.

Mayor Cragun felt the Council should look at a stiffer penalty. The City incurred expenses enforcing the Parking Ordinance. He felt the penalties needed to cover the expenses.

Clint Drake stated that he would conduct a more thorough review of the City's fees and propose fees that would put Roy City toward the top. He asked if \$10 was sufficient for the first penalty. Councilwoman Yeoman felt it needed to be higher. Mr. Drake said \$50 was more in line with other traffic offenses.

9. CITY MANAGER'S REPORT

Andy Blackburn, City Manager, reported that:

- Steve Parkinson put together a street grant application for the Wasatch Front Regional Council. Roy City was awarded the grant. It was not a lot of money, but WFRC would conduct a thorough review of the City's streets.

- Denise Fife, Public Works Secretary, was retiring. A farewell luncheon would be held for her on Friday, January 15th, from 11:00 a.m. to 1:00 p.m. in the Municipal Building's cafeteria.
- Joints on Midland Drive still needed to be sealed, and the painting and striping also needed to be done. These items could not be done until the weather warmed up. It looked like Midland Drive would not be done until spring.
- Travis Flint hoped to have the graffiti contract ready for the Council to consider at the next meeting.
- Midyear budget adjustments would be ready for the Council to consider at the next meeting.

10. PUBLIC COMMENTS

Todd Grandstaff, Grand Enterprises, stated that his company owned property located at 5455 Sough 4300 West; the northwest corner of 5500 South 4300 West. The property was currently zoned RE-20, but had a commercial future land use designation. They wanted to know what the Council was looking for on this property. They wanted to pursue an R-1-7 zone. Due to the water level, they were proposing to build patio homes. He left some concept plans for the Council to look at.

Rick Davis, 1951 West 4900 South, stated that he was passionate about bees. He had two beehives in Roy. He had paid the fees associated with the hives, but the City had not done their part. The fee was only \$15, but the Code Enforcement Officer had never conducted an inspection. He had never received a certificate from the City. Mayor Cragun said the administration would make sure Mr. Davis was contacted.

Tim Higgs, 5381 South 3400 West, stated that he was not in favor of rezoning property for high density multi-family housing; particularly the property at 2748 West 5600 South. He was a little frustrated about this property. This body had had multiple requests for a multi-family zone, and it had been rejected. He sat through the Planning Commission meetings. At the first meeting, the Commission requested that a traffic study be done. At the next meeting there wasn't a traffic study. He politely suggested that the Council review what it had already discussed. If the Council did decide to push the forward, he asked that a traffic study be done before the property was rezoned. Traffic on 5600 South in the morning and afternoon was a mess. It did not need more traffic. When 5600 South was congested he did not see how vehicles could exit this property. He asked and strongly suggested that every Council member visit this property. He felt any kind of high density residential or residential was an afterthought. He realized this property was landlocked. The adjoining property owners had made offers to purchase the property. He didn't feel multi-family would make this property look nice, and it would just add to the congestion.

John Barker stated that he was one of the owners of the property located at 2748 West 5600 South. No one had made him an offer to purchase the property. He challenged that statement. He would love to sell the property. He was a small developer. He had

been waiting four months. He went through the process the best he could. If the adjoining property owners were interested, it had to be a combined offer. One would not work. This was a small piece of property and expensive to develop. He felt trapped and landlocked trying to decide what to do. He wanted to work with the City the best he could. He was proposing a small townhome development with maybe four or five people. This site was not like the development on 4800 South that had 70 homes. It was small. He would love to find someone who wanted horses. This was a beautiful piece of ground, but those with horses wanted to go west.

Officer Trevor Barker thanked the City Council for the first raise he had had in six years and for taking the time to review the salaries in the Police Department. He asked about the implementation date and was told it would be January 23rd.

11. MAYOR AND COUNCIL REPORTS

Mayor Cragun stated that he had asked Public Works to review the road cutting fees and ownership of the cuts. Street cut fees had not been updated for years. He had also received feedback regarding the increased rental fees; not everyone was happy about them. He felt the City was justified in increasing the fees. Electricity and maintenance costs had gone up. If the City was going to review fees, it had to be willing to do what had to be done.

Councilman Dandoy stated that he appreciated the honor and opportunity of serving on the Council. Recently there had been a discussion relating to the development of vacant land at approximately 6000 South 4300 West. The property was located in Hooper, but the owner wanted to connect to Roy City's utilities. Was there any further information? Mr. Blackburn said there wasn't. Councilman Tafoya said the owner had several issues that had to be addressed before the property could be developed. Part of the property was not located in the North Davis Sewer District. The property owner had to address issues with three different entities.

Councilwoman Becraft asked about the Youth City Council attending Legislative Day on January 27th. Mr. Blackburn said he would contact the members to see if they wanted to attend. Councilwoman Becraft said they would need a chaperone.

Andy Blackburn asked that the Council members let me know if they planned to attend Legislative Day.

Samantha Jensen, Youth City Council, stated that she didn't have anything to report from the Youth Council. Mayor Cragun suggested that the Youth Council prepare a report about Legislative Day for the next City newsletter.

Councilman Tafoya stated that for the past year Council members had acted as liaisons to the six different City departments. He asked if the Council wanted to select new departments. The Council members would get out of the liaison program what they put into it.

Mayor Cragun reminded the Council members that Andy Blackburn was the administrator the City had hired. If a department had a specific concern or a Council member wanted something done, he asked that it be brought to Mr. Blackburn's attention. He set up the liaison program to help the Council members learn how the different departments functioned.

Councilman Dandoy felt the City Council needed to be careful not to lose sight that the City Manager and the Mayor ran the City. The Council members could not circumvent that. The Mayor and City Manager were ultimately accountable for how the City ran.

Councilwoman Yeoman felt acting as a liaison had been a learning opportunity.

The City Council members selected new departments to act as liaisons for:

Councilwoman Becraft – Public Works

Councilwoman Yeoman – Parks & Recreation

Councilman Dandoy – Administration

Mayor Cragun – Fire

Councilman Hilton – Finance

Councilman Tafoya - Police

12. ADJOURN

Councilwoman Becraft moved to adjourn at 7:44 p.m. Councilwoman Yeoman seconded the motion. Council members Becraft, Dandoy, Hilton, Tafoya, and Yeoman voted "aye." The motion carried.

Attest:

Willard Cragun
Mayor

Amy Mortenson
Recorder

City Manager,

Andy Blackburn

This is an Employee of Month letter of recommendation for your consideration for "B" shifts outstanding efforts and willingness to share the holiday spirit of Christmas for a Roy Family in need. On Monday, December 7th, 2015 Captain Heslop's crew responded to this residence on a smell of smoke. On arrival and making contact with the homeowner they went inside to investigate and find the source. Upon their observance, they noticed 4 small kids in the home. The Fire Fighters found the source to be the clothes dryer. They vented the home by way of kid's bedroom windows for natural ventilation. They started to notice that this single parent was struggling to make ends meet. The kids had very little bedding, a few articles of clothing on floors because they had no dressers, no Christmas tree and very little furniture.

On Wednesday, December 9th, they came to me and explained what they had seen and what they wanted to do for this family for Christmas. The Firefighters went to various local stores and came back with the following items to give to this family;

- Gift cards to Harmons totaling \$50
- Vacuum
- Pots and Pans
- Christmas tree and all the ornaments
- Clothes, shoes and coats
- Blankets, pillows and sheets
- All the Firefighters emptied their own pockets and came up with \$150 cash
- Dinner bought and paid for by one of the Fire Fighters

This to me shows the kind of employees we have here in Roy City and I am truly grateful for "B" shifts efforts to think about others in a time of need and to share what the true meaning of Christmas really is.



Memorandum

To: Mayor Cragun, and Members of the Roy City Council
From: Cathy Spencer
Date: 1/15/2016
Re: Budget Adjustments

At this time we are proposing adjustment to the FY 2016 budget as notated below:

General Fund

Grants

Since the budget was originally approved, Roy City has been awarded public safety and victim of crime grants. The grants awarded include:

- The VOCA (Victims of Crime Advocate) grant for \$19,976.00. This is used in our Legal Department to assist victims of crime within the City. The expenditures had previously been budgeted as it was our intent to continue the program even if funding had not been awarded.
- The 2015 Beer Tax Funds totaling \$10,302.96, not spent in the prior year, will be carried forward and used to purchase body cameras for police officers.
- The ADF (Alcohol and Drug Fee) equipment grant of \$10,000.00. This will be used to purchase body cameras for police officers.
- The JAG (Justice Assistance Grant) for \$5,812.00. This will be used to purchase body cameras for police officers.
- The 2015 RAMP grant came in higher than originally budgeted. We received \$36,884.00, an increase of \$1,884.00. This will be used for enhancements to our park system.
- The Per Capital EMS grant for \$5,139.00. This will be used for training and medical supplies. The budget previously included the EMS CME grant for \$9,000.00, which was not awarded. The net change in funding was -\$3,861.00.

Other

The increase in rates for Central Weber Sewer will generate \$175.00 in Franchise Fee revenue to the General Fund.

The budget adjustments to the General Fund will result in an increased draw from fund balance of \$50,330.46.

Expenditures – Wages and Benefits

Many of the mid-year budget adjustment proposed herewith relate to personnel wages and benefits. This includes restructuring of department staffing, retirements, and Roy Days:

- *Police* – Implement a wage adjustment for sworn Police Officers; accrued leave payout for retiring Officer; and overall adjustments to changes in personnel since the original budget was prepared.
- *Streets* – Transfer one full-time Equipment Operator position to Fleet Services Division to hire a Superintendent; add funds to the over-time budget for Roy Days and snow removal.
- *Fleet Services* – Transfer one full-time position from the Streets Division to replace the Superintendent position. This position was left vacant in FY 2015 when staffing was adjusted between Water, Streets, and Parks. Add funds to the over-time budget for Roy Days.
- *Public Works Administration* – Accrued leave payout for a retiring employee; adjust overall wages and benefits to fill the open position at a lesser rate.
- *Recreation Complex* – Increase the over-time budget to correct the funding split when the Maintenance Supervisor was transferred from the Building Maintenance Division.
- *Parks and Recreation* – Increase the over-time budget for Roy Days.

Expenditures - Operations

Legislative Department

- Professional and Technical – increase funding by \$7,500.00 for engineering related to the annexation of islands within the City.
- Community Activities – increase funding by \$6,000.00 for Roy Days activities.
- Employee Programs – increase funding for the employee summer party and Christmas gift cards by \$3,100.00.

Building Maintenance Division

- Building and Grounds Maintenance – increase funding by \$5,000.00 to enhance the electrical system at West Park for Roy Days. The actual amount spent was \$16,000.00 and it appears there may be sufficient funds to cover the remainder in the original budget.

Police and Animal Services

- Travel and Training – add a training budget for Animal Services of \$1,500.00. There has been no funding for training of the personnel for several years.
- Special Public Safety Supplies and Beer Tax Expenditures – increase the budget by \$26,114.96 for body cameras for police officers.

Fire and Rescue

- First Professional Fees – increase the budget by \$14,000.00 for the billing and collection of ambulance fees.
- Utah State Ambulance Assessment – add a budget of \$50,000.00 for Medicaid Assessment for Ground Ambulance Transports. An EMS provider assessment was created by the 2015 Utah Legislature to supply State matching funds for enhanced Medicaid reimbursement. The assessment is federally required to be broad based, uniformly imposed and have no hold harmless provision. This means it is required to be applied to all EMS ground ambulance providers in a standardized and consistent manner. It also may not be structured to ensure all assessed providers do not lose money on the assessment.

- EMS Grant – reduce expenditures by \$8,361.00 due to the loss of the CME grant and the award of the Per Capita grant.

Community Development

- Advisory Planning Boards – increase the budget by \$800.00. The Planning Commission now has a full seven member board.

Aquatic Center

- Pool Maintenance – replace the wader pool liner for \$2,500.00.

Parks and Recreation

- RAMP Grant – increase 2015 funding by \$1,884.00 to be used for enhancement of park facilities.

Capital Project Fund

The fund balances for Beautification and the relocation of George Wahlen North Park need to be rebudgeted for expenditure in FY 2016. The balance at June 30, 2015 for Beautification is \$592,132.00 and for George Wahlen North Park, \$854,591.24.

Beautification expenditures include the lights on 1900 West, the electronic messaging board at City Hall, and the rock wall and water feature at the corner of 1900 West and Riverdale Road.

Park expenditures for Phase I of the project include engineering, site grading, drainage systems, restrooms, ball fields, a parking lot, pavilion, grass, scrubs, trees, curb, gutter, and sidewalk.

Water and Sewer Utility Fund

Revenue

Central Weber Sewer increased their rate on January 1, 2016. Passing along the new rate to customers will amount to an increase in revenue of \$2,900.00.

The budgeted adjustments proposed herein will result in a draw from reserves of \$43,088.00.

Expenditures

Wages and benefits – increase the budget by \$10,403.00. This is for Roy Days over-time as well as increased time for snow plowing.

Reservoir Maintenance - increase the budget by \$6,500.00 to replace the pumps at Hill Field reservoir.

Central Weber Sewer – increase the budget by \$2,510.00 for the increased rate charged by the district.

Depreciation Expense – increase the budget by \$26,400.00 for the following projects:

- Replace the 4000 South Well, \$46,258.00
- Replace damaged vehicle with two Ford Rangers, \$19,500.00
- Emergency purchase of pump at 4800 S, \$49,000.00

- Rebudget the Midland Drive Project, \$430,000.00
- Replace Zone 2 Booster Pump and VFD, \$29,000.00
- Rebudget the Meter Reading Software, Mobile Reading Units, and Hand Held Reading Units, \$21,200.00

Sewer Franchise Fees – increase the budget by \$175.00 due to the increase in Central Weber Sewer rates.

Storm Sewer Utility Fund

Expenditures

Wages and benefits – increase the budget by \$7,068.00. This is for Roy Days over-time as well as increased time for snow plowing.

Depreciation Expense – increase the budget by \$8,300.00 for the following projects:

- Rebudget the Kentwood Storm Drain Project on 2800 West, \$218,025.00
- Rebudget the Storm Drain on 3600 W 5600 S, \$20,000.00

The budgeted adjustments proposed herein will result in a reduction in the contribution to fund balance by \$15,368.00.

Information Technology Fund

Revenue

The budgeted adjustments proposed herein will result in a draw from reserves of \$2,775.00.

Expenditures

Depreciation Expense – increase the budget by \$2,775.00 for the following projects:

- Purchase a server for the Police body camera system, \$7,625.00
- Replace failed network switches, \$6,200.00

Class C Road Fund

Revenue

Budget \$60,000 for the developers of West Park Subdivision to contribute to the construction of the Round A Bout on 4800 South.

Expenditures

Capital Projects – increase the estimate for constructing the Round A Bout on 4800 South by \$60,000.00. Costs are expected to increase slightly over that of the Round A Bout on 4000 South because a different contractor will need to be used.

Storm Sewer Development Fund

Revenue

The budgeted adjustments proposed herein will result in a draw from reserves of \$140,000.00.

Expenditures

Capital Projects – Rebudget the 5600 S Storm Drain Project, \$140,000.00.

* * * * *

If you have any question with regard to the budget adjustments proposed, please give me a call. Resolution No. 16-3 has been prepared for your consideration in regards to the adjustments.

ROY CITY CORPORATION
INTERIM BUDGET ADJUSTMENT REPORT
GOVERNMENTAL FUND TYPES
For the Period Ended January 31, 2016

GENERAL FUND INCLUDING CLASS C ROADS

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
Revenue and other financing sources:					
Taxes	10,786,404.00	175.00	10,786,579.00	5,176,369.89	47.99
Licenses and Permits	320,200.00	.00	320,200.00	196,133.00	61.25
Intergovernmental	1,312,288.00	53,561.50	1,365,849.50	411,492.48	30.13
Charges for services	2,664,015.00	.00	2,664,015.00	1,220,343.85	45.81
Fines and forfeitures	729,400.00	.00	729,400.00	354,875.57	48.65
Miscellaneous revenue	133,500.00	60,000.00	193,500.00	70,096.36	36.23
Contributions	.00	.00	.00	.00	.00
Transfer in from other funds	160,000.00	.00	160,000.00	.00	.00
Budgeted use of fund balance	482,300.00	50,330.46	532,630.46	.00	.00
	<hr/>				
Total revenue and other financing sources	16,588,107.00	164,066.96	16,752,173.96	7,429,311.15	44.35
Expenditures and other financing uses:					
General government	2,599,096.00	46,571.00	2,645,667.00	1,318,683.03	49.84
Public safety	7,922,225.00	64,689.96	7,986,914.96	3,764,902.59	47.14
Highways and public improvements	1,694,773.00	(20,395.00)	1,674,378.00	822,365.73	49.11
Parks and recreation	2,337,991.72	19,517.00	2,357,508.72	1,103,538.44	46.81
Economic development	353,643.00	800.00	354,443.00	161,449.65	45.55
Principal and interest	118,580.00	.00	118,580.00	116,251.25	98.04
Capital outlay	1,021,976.28	52,884.00	1,074,860.28	408,498.12	38.00
Transfers out to other funds	538,322.00	.00	538,322.00	224,300.85	41.67
Other	1,500.00	.00	1,500.00	.00	.00
	<hr/>				
Total expenditures and other financing uses	16,588,107.00	164,066.96	16,752,173.96	7,919,989.66	47.28
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses					
	.00	.00	.00	(490,678.51)	

ROY CITY CORPORATION
INTERIM BUDGET ADJUSTMENT REPORT
GOVERNMENTAL FUND TYPES
For the Period Ended January 31, 2016

CAPITAL PROJECTS FUND

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
Revenue and other financing sources:					
G/F transfer - Fire and rescue	185,500.00	.00	185,500.00	77,291.65	41.67
G/F transfer - Parks and recreation	71,525.00	.00	71,525.00	29,802.10	41.67
G/F transfer - Aquatic center	.00	.00	.00	.00	.00
G/F transfer - Administrative	.00	.00	.00	.00	.00
Transfer from other project fund	.00	.00	.00	.00	.00
G/F contribution - capital improvements plan	.00	.00	.00	.00	.00
Budgeted use of fund balance	.00	1,446,723.24	1,446,723.24	.00	.00
<hr/>					
Total revenue and other financing sources	257,025.00	1,446,723.24	1,703,748.24	107,093.75	6.29
<hr/>					
Expenditures and other financing uses:					
Capital facilities expansion	.00	582,132.00	582,132.00	228,463.80	39.25
Administrative expenditures	.00	10,000.00	10,000.00	1,454.02	14.54
Fire & rescue equipment & facilities	.00	.00	.00	.00	.00
Parks & recreation equipment & facilities	.00	854,591.24	854,591.24	66,378.48	7.77
Aquatic center equipment replacement & exp	.00	.00	.00	.00	.00
Transfer to other project fund	.00	.00	.00	.00	.00
Residual equity transfer to general fund	.00	.00	.00	.00	.00
Budgeted increase in administrative capital b	.00	.00	.00	.00	.00
Budgeted increase in fire & rescue capital bal	185,500.00	.00	185,500.00	.00	.00
Budgeted increase in parks & recreation capit	71,525.00	.00	71,525.00	.00	.00
Budgeted increase in aquatic center capital b	.00	.00	.00	.00	.00
<hr/>					
Total expenditures and other financing uses	257,025.00	1,446,723.24	1,703,748.24	296,296.30	17.39
<hr/>					
Excess (deficiency) of revenue and other financing sources over expenditures and other financing uses	.00	.00	.00	(189,202.55)	

ROY CITY CORPORATION
INTERIM BUDGET ADJUSTMENT REPORT
ENTERPRISE FUND
For the Period Ended January 31, 2016

WATER AND SEWER UTILITY

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
Revenue:					
Operating revenue:					
Charges for services	5,818,000.00	2,900.00	5,820,900.00	3,031,199.97	52.07
Connection, lift and improvement fees	872,000.00	.00	872,000.00	437,389.32	50.16
Impact fees	11,000.00	.00	11,000.00	6,040.00	54.91
Grant revenue	.00	.00	.00	.00	.00
Miscellaneous revenue	198,000.00	.00	198,000.00	120,727.95	60.97
Contributions and transfers	.00	.00	.00	.00	.00
Budgeted use of retained earnings	245,540.00	43,088.00	288,628.00	.00	.00
Non-operating revenue:					
Interest income	.00	.00	.00	28.57	.00
Gain (loss) on sale of assets	.00	.00	.00	19,607.20	.00
Total operating and non- operating revenue	7,144,540.00	45,988.00	7,190,528.00	3,614,993.01	50.27
Expenses:					
Operating expenses:					
Personnel	1,333,687.00	10,403.00	1,344,090.00	579,749.39	43.13
Materials and supplies	4,866,113.00	9,185.00	4,875,298.00	1,976,054.06	40.53
Depreciation	710,000.00	26,400.00	736,400.00	291,524.59	39.59
Non-operating expenses:					
Interest and fees on bonds	234,740.00	.00	234,740.00	116,620.00	49.68
Budgeted increase in retained earnings	.00	.00	.00	.00	.00
Total operating and non- operating expenses	7,144,540.00	45,988.00	7,190,528.00	2,963,948.04	41.22
Net Income	.00	.00	.00	651,044.97	

ROY CITY CORPORATION
 INTERIM BUDGET REPORT
 ENTERPRISE FUND
 For the Period Ended January 31, 2016

STORM WATER UTILITY

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
Revenue:					
Operating revenue:					
Charges for services	835,000.00	.00	835,000.00	419,392.81	50.23
Grants from local sources	.00	.00	.00	.00	.00
Contributions and transfers	.00	.00	.00	.00	.00
Total operating revenue	<u>835,000.00</u>	<u>.00</u>	<u>835,000.00</u>	<u>419,392.81</u>	<u>50.23</u>
Expenses:					
Operating expenses:					
Personnel	183,060.00	7,068.00	190,128.00	88,253.22	46.42
Materials and supplies	256,065.00	.00	256,065.00	65,824.99	25.71
Depreciation	110,600.00	8,300.00	118,900.00	37,717.57	31.72
Non-operating expenses:					
Budgeted increase in retained earnings	285,275.00	(15,368.00)	269,907.00	.00	.00
Total operating and non- operating expenses	<u>835,000.00</u>	<u>.00</u>	<u>835,000.00</u>	<u>191,795.78</u>	<u>22.97</u>
Net Income	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>227,597.03</u>	

ROY CITY CORPORATION
 INTERIM BUDGET REPORT
 ENTERPRISE FUND
 For the Period Ended January 31, 2016

SOLID WASTE UTILITY

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
Revenue:					
Operating revenue:					
Charges for services	1,675,000.00	.00	1,675,000.00	841,799.58	50.26
Recycling revenue	455,000.00	.00	455,000.00	217,329.80	47.76
Other revenue	1,500.00	.00	1,500.00	532.90	35.53
Total operating revenue	2,131,500.00	.00	2,131,500.00	1,059,662.28	49.71
Expenses:					
Operating expenses:					
Personnel	153,822.00	.00	153,822.00	65,260.91	42.43
Materials and supplies	1,692,716.00	.00	1,692,716.00	741,077.17	43.78
Depreciation	77,500.00	.00	77,500.00	34,555.61	44.59
Non-operating expenses:					
Budgeted increase in retained earnings	207,462.00	.00	207,462.00	.00	.00
Total operating and non- operating expenses	2,131,500.00	.00	2,131,500.00	840,893.69	39.45
Net Income	.00	.00	.00	218,768.59	

ROY CITY CORPORATION
INTERIM BUDGET ADJUSTMENT REPORT
INTERNAL SERVICE FUNDS
For the Period Ended January 31, 2016

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
INFORMATION TECHNOLOGY					
Operating revenue:					
Charges for services	351,621.00	.00	351,621.00	146,508.75	41.67
Miscellaneous revenue	.00	.00	.00	.00	.00
Budgeted use of retained earnings	8,900.00	2,775.00	11,675.00	.00	.00
Non-operating revenue:					
Gain (loss) on sale of assets	.00	.00	.00	.00	.00
Total revenue	<u>360,521.00</u>	<u>2,775.00</u>	<u>363,296.00</u>	<u>146,508.75</u>	<u>40.33</u>
Operating expenses:					
Personnel	169,923.00	.00	169,923.00	83,913.91	49.38
Materials and supplies	126,598.00	.00	126,598.00	67,389.92	53.23
Depreciation	64,000.00	2,775.00	66,775.00	25,142.89	37.65
Non-operating expenses:					
Budgeted increase in retained earnings	.00	.00	.00	.00	.00
Total expenses	<u>360,521.00</u>	<u>2,775.00</u>	<u>363,296.00</u>	<u>176,446.72</u>	<u>48.57</u>
Net Income	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>(29,937.97)</u>	
RISK MANAGEMENT					
Operating revenue:					
Charges for services	304,700.00	.00	304,700.00	126,958.35	41.67
Miscellaneous revenue	.00	.00	.00	.00	.00
Budgeted use of retained earnings	.00	.00	.00	.00	.00
Total revenue	<u>304,700.00</u>	<u>.00</u>	<u>304,700.00</u>	<u>126,958.35</u>	<u>41.67</u>
Operating expenses:					
Materials and supplies	182,700.00	.00	182,700.00	158,106.24	86.54
Claims	122,000.00	.00	122,000.00	48,935.90	40.11
Non-operating expenses:					
Residual equity transfer to general fund	.00	.00	.00	.00	.00
Budgeted increase in retained earnings	.00	.00	.00	.00	.00
Total expenses	<u>304,700.00</u>	<u>.00</u>	<u>304,700.00</u>	<u>207,042.14</u>	<u>67.95</u>
Net Income	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>(80,083.79)</u>	

ROY CITY CORPORATION
INTERIM BUDGET ADJUSTMENT REPORT
GOVERNMENTAL FUND TYPES - SPECIAL REVENUE FUNDS
For the Period Ended January 31, 2016

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
STORM SEWER FUND					
Revenue and other financing sources:					
Storm sewer impact fees	20,000.00	.00	20,000.00	15,453.65	77.27
Miscellaneous revenue	750.00	.00	750.00	387.23	51.63
Budgeted use of fund balance	.00	140,000.00	140,000.00	.00	.00
Total revenue	20,750.00	140,000.00	160,750.00	15,840.88	9.85
Expenditures and other financing uses:					
Storm sewer expansion and maintenance	.00	140,000.00	140,000.00	18,004.73	12.86
Storm sewer equipment	.00	.00	.00	.00	.00
Budgeted increase in fund balance	20,750.00	.00	20,750.00	.00	.00
Total expenditures	20,750.00	140,000.00	160,750.00	18,004.73	11.20
Excess (deficiency) of revenue over expenditures	.00	.00	.00	(2,163.85)	
PARK DEVELOPMENT FUND					
Revenue and other financing sources:					
Park development impact fees	20,000.00	.00	20,000.00	7,000.00	35.00
Land & water conservation grant	.00	.00	.00	.00	.00
RAMP tax	.00	.00	.00	.00	.00
Miscellaneous revenue	600.00	.00	600.00	345.02	57.50
Contribution from other gov't units	.00	.00	.00	.00	.00
Budgeted use of fund balance	.00	.00	.00	.00	.00
Transfers in from other funds	.00	.00	.00	.00	.00
Total revenue	20,600.00	.00	20,600.00	7,345.02	35.66
Expenditures and other financing uses:					
Park development, expansion, and maintenance	20,000.00	.00	20,000.00	.00	.00
Park equipment	.00	.00	.00	.00	.00
Transfers out to other funds	.00	.00	.00	.00	.00
Budgeted increase in fund balance	600.00	.00	600.00	.00	.00
Total expenditures	20,600.00	.00	20,600.00	.00	.00
Excess (deficiency) of revenue over expenditures	.00	.00	.00	7,345.02	

ROY CITY CORPORATION
INTERIM BUDGET ADJUSTMENT REPORT
GOVERNMENTAL FUND TYPES - SPECIAL REVENUE FUNDS
For the Period Ended January 31, 2016

	BEGINNING Fiscal Budget	PROPOSED Adjustments	ADJUSTED Fiscal Budget	YTD Actual	% OF Budget
BEAUTIFICATION FUND					
Revenue and other financing sources:					
Budgeted use of fund balance	.00	.00	.00	.00	.00
Total revenue	.00	.00	.00	.00	.00
Expenditures and other financing uses:					
Beautification projects	.00	.00	.00	.00	.00
Total expenditures	.00	.00	.00	.00	.00
Excess (deficiency) of revenue over expenditures	.00	.00	.00	.00	
CLOCK MAINTENANCE FUND					
Revenue and other financing sources:					
Budgeted use of fund balance	.00	.00	.00	.00	.00
Total revenue	.00	.00	.00	.00	.00
Expenditures and other financing uses:					
Repairs and maintenance	.00	.00	.00	.00	.00
Total expenditures	.00	.00	.00	.00	.00
Excess (deficiency) of revenue over expenditures	.00	.00	.00	.00	
CEMETERY FUND					
Revenue and other financing sources:					
Sale of lots	.00	.00	.00	600.00	.00
Total revenue	.00	.00	.00	600.00	.00
Expenditures and other financing uses:					
Budgeted increase in fund balance	.00	.00	.00	.00	.00
Total expenditures	.00	.00	.00	.00	.00
Excess (deficiency) of revenue over expenditures	.00	.00	.00	600.00	

ROY CITY CORPORATION
 INTERIM BUDGET ADJUSTMENT REPORT
 GOVERNMENTAL FUND TYPES
 For the Period Ended January 31, 2016

REDEVELOPMENT AGENCY OF ROY UTAH

	Beginning Fiscal Budget	Proposed Adjustments	Adjusted Fiscal Budget	YTD Actual	% of Budget
Revenue and other financing sources:					
Tax increment	47,000.00	.00	47,000.00	290,749.93	618.62
Interest	8,000.00	.00	8,000.00	5,411.61	67.65
Proceeds from sale of land	.00	.00	.00	.00	.00
Proceeds from issuance of debt instruments	.00	.00	.00	.00	.00
Miscellaneous revenue	.00	.00	.00	.00	.00
Contributions from other governments	255,000.00	.00	255,000.00	.00	.00
Transfer in from other funds	.00	.00	.00	.00	.00
Loans from other funds	.00	.00	.00	.00	.00
Budgeted use of fund balance	2,102,646.00	.00	2,102,646.00	.00	.00
	<hr/>				
Total revenue and other financing sources	2,412,646.00	.00	2,412,646.00	296,161.54	12.28
Expenditures and other financing uses:					
General administrative	151,600.00	.00	151,600.00	1,144.56	.75
Professional and technical	442,000.00	.00	442,000.00	7,907.25	1.79
Principal, interest and financing costs	.00	.00	.00	.00	.00
Housing	.00	.00	.00	.00	.00
Land, relocation & improvements	1,353,326.00	.00	1,353,326.00	234,929.03	17.36
Promotions	6,000.00	.00	6,000.00	.00	.00
Recreational/cultural facility	.00	.00	.00	.00	.00
Capital improvements program	459,720.00	.00	459,720.00	.00	.00
Equipment	.00	.00	.00	.00	.00
Budgeted increase in fund balance	.00	.00	.00	.00	.00
Contribution to debt service reserves	.00	.00	.00	.00	.00
	<hr/>				
Total expenditures and other financing uses	2,412,646.00	.00	2,412,646.00	243,980.84	10.11
Excess (deficiency) of revenue and other financing sources over expenditures and other financing uses					
	.00	.00	.00	52,180.70	

RESOLUTION NO. 16-3
A Resolution of the Roy City Council
Approving Adjustments to the Fiscal Year 2016 Budget

Whereas, a public hearing has been noticed and held on January 19, 2016 regarding adjustments to the fiscal year 2016 budget, and

Whereas, the City Council has received information regarding recommended modifications and adjustments to the budget, and

Whereas, the City Council finds it is in the best interest of the citizens of Roy to make the following adjustments,

Now, therefore, be it resolved by the Roy City Council that the following adjustments be made to the fiscal year 2016 budgets which includes operations, debt service and capital improvements;

Fund	Previously Approved Budget	Budget Adjustments	Adjusted Budget
General Fund	\$15,125,107	\$104,067	\$15,229,174
Class C Road Fund	1,463,000	60,000	1,523,000
Capital Projects Fund	257,025	1,446,723	1,703,748
Water & Sewer Utility	7,901,605	640,946	8,542,551
Storm Water Utility	1,332,000	238,025	1,570,025
Solid Waste Utility	2,131,500	0	2,131,500
Storm Water Development	20,750	140,000	160,750
Park Development Fund	20,600	0	20,600
Cemetery Perpetual Fund	0	0	0
Total	<u>\$28,251,587</u>	<u>\$2,629,761</u>	<u>\$30,881,348</u>
Internal Service Funds:			
Information Technology	\$415,621	\$16,600	\$432,221
Risk Management	304,700	0	304,700
Total	<u>\$720,321</u>	<u>\$16,600</u>	<u>\$736,921</u>

Be it further resolved that the Roy City Council that the 2015 certified tax rate for Roy City be set at .002202;

Be it further resolved that the non-spendable, restricted for, and assigned fund balance reserves for fiscal year 2016 be determined by the Management Services Director.

Passed this 19th day of January, 2016.

Willard S. Cragun, Mayor

Attested and Recorded:

Amy Mortenson, City Recorder

City Council Members Voting "Aye"

City Council Members Voting "Nay"

SYNOPSIS

Application Information

Applicant: Sean Lisonbee; Revelation Tattoo Parlor
Request: Request for Conditional Use approval to allow a Tattoo parlor business.
Address: Approximately 5798 South 1900 West

Land Use Information

Current Zoning: R-1-8; Single-Family Residential
Adjacent Land Use: North: RC; Regional Commercial South: RC; Regional Commercial
East: RC; Regional Commercial West: RC; Regional Commercial

Staff

Report By: Steve Parkinson
Recommendation: Recommends approval with conditions

APPLICABLE ORDINANCES

- Roy City Zoning Ordinance Title 10, Chapter 15 (Conditional Uses)
- Roy City Zoning Ordinance Title 10, Chapter 17 (Tables of Uses)

PLANNING COMMISSION ACTION

The Planning Commission held a Public Hearing during the January 12, 2016 meeting, the hearing was opened for public comments, which were as follows:

- No public comments were made.

With no comments the public hearing was closed.

After a small discussion, the Commission voted of 6-0 to forward to the City Council a recommendation to Approve the request for Conditional Use approval to allow a Tattoo parlor business, located approximately at 5798 South 1900 West.

ANALYSIS

Background:

This property is located behind Auto Zone, which is on the east side of 1900 West. The building on which it is proposing to be located backs onto I-15 and currently houses an Antique shop.

Conditional Use Standards: The standards for granting Conditional Uses as contained in the Zoning Ordinance can be summarized by the following:

1. The requested use must be listed as a Conditional Use.
2. The use must comply with setbacks and other zoning standards.
3. The use must be conducted in compliance with the ordinance and any other regulations.
4. The property must be of adequate size to allow the use in a manner that is not detrimental to the surrounding uses.
5. Must be consistent with the goals and policies of the City's General Plan.

The proposed conditional use does comply with this checklist, and staff recommends that the application is appropriate to be granted a conditional use. The following sections will further explain the reasons staff feels the application is a supportable Conditional Use.

Location: The application is for a unit in a older “strip mall” type building, on the east side of 1900 West at 5798 South. This is an area of mixed commercial uses within the RC zone. Parking is shared between all of the units and should be more than adequate for the needs of a Tattoo parlor.

Zoning: Zoning on the property is RC, Regional Commercial and a Tattoo and body Art use is listed as a Conditional Use in table 17-2. The use is listed as follows:

Tattoo & Body Art. Establishments engaged primarily in the practice of physical body adornment or modification, including but not limited to body piercing, tattooing, branding or scarification. All Tattoo & Body Art establishments shall obtain and maintain in good standing a proper license from the Weber-Morgan Health Department. Tattoo & Body Art establishments may not be located closer than six hundred (600) feet to any other such establishment as defined, or to any church, school or other community gathering place. The number of such facilities licensed within the city limits may not exceed one per every ten thousand (10,000) or portion thereof of the most recent United States Census Bureau estimated population of Roy City. The hours of operation are limited to between 10:00 a.m. and 10:00 p.m. No minors shall be allowed on the premises without an accompanying adult guardian.

Population and Spacing Regulations: The category allows for one per 10,000 portion of the population. There are currently two other such establishments in Roy – this would be the third and according to the US Census “Estimated Population” as of July 1, 2014 (the latest estimate), Roy city’s population is approximately 37,877 people. With the population of Roy not yet 40,000, only three (3) such businesses are allowed. Staff has reviewed and finds that the location meets spacing requirements from churches, schools and parks as well. The closest such establishment is a church, which is just over the required 600 feet away.

Licensing and Operational Regulations: The ordinance requires the applicant to obtain a license from the Weber Morgan Health Department, and to keep it in good standing. Staff recommends that the Commission make this a condition of approval as well, and staff will verify the license before issuing a Roy City Business License.

Future Land Use Designation: The Future Land Use Map designates this property as “Commercial” and Tattoo & Body fits the criteria for certain of the non-residential zones, and as we have indicated in this report, the application meets the individual regulations established for the use type.

CONFORMANCE TO THE GENERAL PLAN

The future land use map shows and supports this area to be developed and continued as RC – Regional Commercial.

CONDITIONS FOR APPROVAL

1. Obtain and maintain a license from Weber/Morgan Health Department and remain in good standing.
2. Obtain and maintain a business license from Roy City
3. Obtain and maintain a license from the State of Utah, if applicable.

FINDINGS

1. The proposed Conditional Use is in keeping with the goals and intent of the General Plan.
2. The proposed Conditional Use meets the requirements as established in the Zoning Ordinance.

ALTERNATIVE ACTIONS

The Planning Commission can recommend Approval, Table or Deny

RECOMMENDATION

Staff recommends approval of the Conditional Use approval, with conditions, to allow a Tattoo parlor business. Subdivision located at approximately 5798 South 1900 West

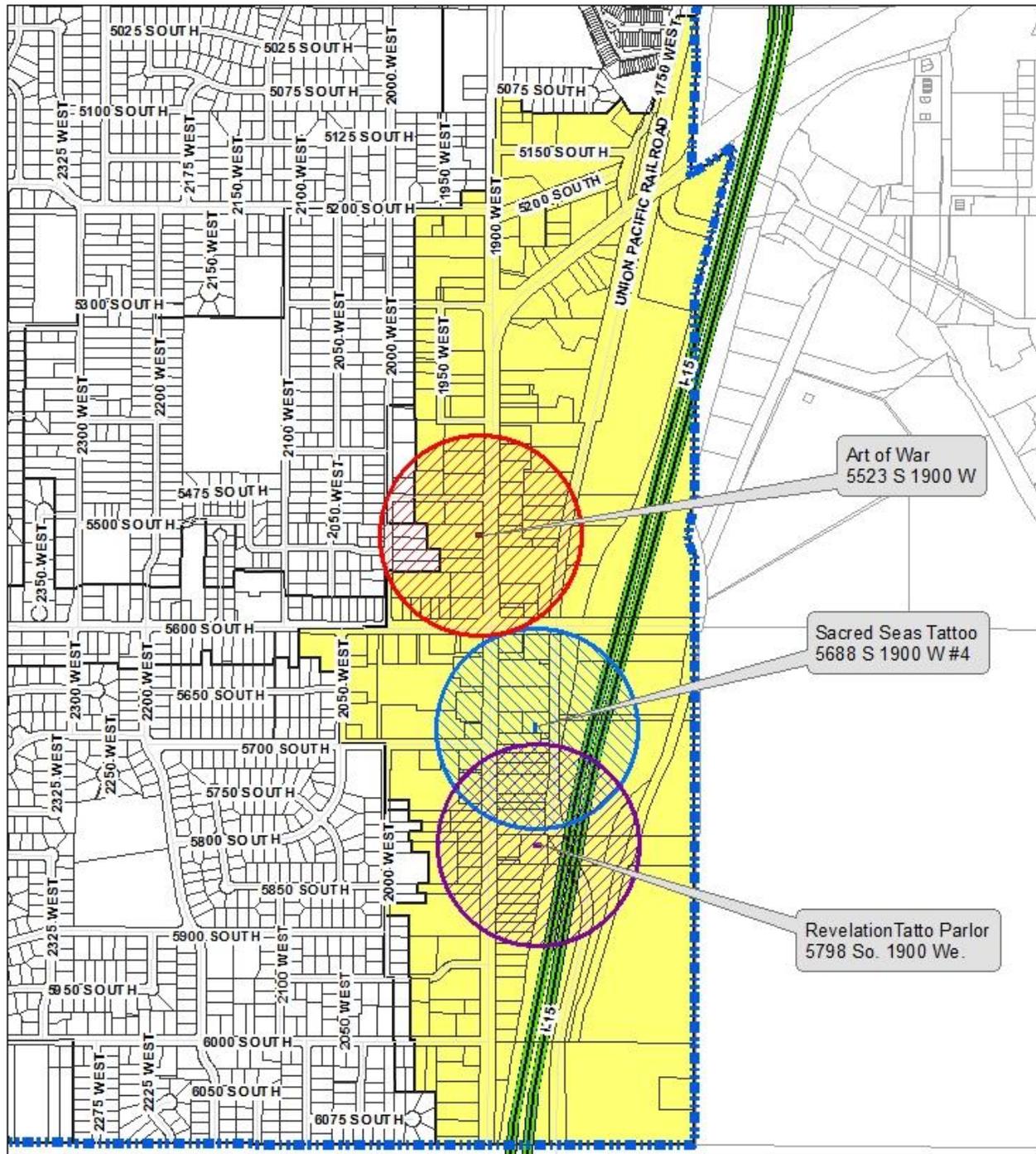
EXHIBITS

- A. Aerial Map
- B. Location Map

EXHIBIT "A" – AERIAL MAP



EXHIBIT "B" – LOCATION MAP



Legend

-  City Boundary
-  Parcels
-  Existing Shops



Tattoo Shops

