

**MINUTES OF A REGULAR SESSION
OF THE VINEYARD CITY COUNCIL MEETING**
City Council Chambers, 125 South Main Street, Vineyard, Utah
January 9, 2019 at 6:00 PM

Present

Mayor Julie Fullmer
Councilmember John Earnest
Councilmember Tyce Flake
Councilmember Chris Judd

Absent

Councilmember Nate Riley

Staff Present: City Manager/Finance Director Jacob McHargue, Public Works Director/City Engineer Don Overson, Assistant City Engineer Chris Wilson, City Attorney David Church, Sergeant Holden Rockwell with the Utah County Sheriff's Office, Community Development Director Morgan Brim, Planning Commission Chair Cristy Welsh, City Planner Elizabeth Hart, City Recorder Pamela Spencer, Building Official George Reid, Water/Parks Manager Sullivan Love

Others Speaking: Resident Josh Gilman

6:00 PM REGULAR SESSION

Mayor Fullmer opened the regular session at 6:00 PM. Councilmember Flake led the pledge of allegiance and gave the invocation.

OPEN SESSION – Citizens' Comments

Mayor Fullmer called for public comments. Hearing none, she closed the public session.

MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

No reports were given.

STAFF AND COMMISSION REPORTS

City Manager/Finance Director – Jacob McHargue – Mr. McHargue reported that the annual council retreat would be held on January 25 at the Mountainland Association of Governments' (MAG) building. Mayor Fullmer mentioned that the city had received a letter showing a possible realignment of the light rail, which was on the MAG agenda for approval on January 3. She said that she and a few staff members had met with MAG to come up with different solutions. She said that Vineyard and Lindon had sent a joint letter to MAG stating that they wanted light rail to go through their cities and MAG put it back on the map.

Public Works Director/Engineer – Don Overson – Mr. Overson had no new items to report.

City Attorney – David Church – Mr. Church had no new items to report.

Utah County Sheriff's Office – Sergeant Holden Rockwell – Sergeant Rockwell had no new items to report.

Community Development Director – Morgan Brim & Planning Commission Chair – Cristy Welsh – Mr. Brim reported that Planning Commission would be holding a special work session tomorrow to review the Lakeside at Town Center's site plan. He added that this development was formerly known as Vineyard Shores. He reported that City Planner Elizabeth Hart had used the form-based code for the Town Center to make sure that the development was in compliance. He added that a formal decision would be made at the regularly scheduled Planning Commission meeting on January 16.

City Recorder – Pamela Spencer – Ms. Spencer had no new items to report.

Building Official – George Reid – Mr. Reid had no new items to report.

Water/Parks Manager Sullivan Love – Mr. Love had no new items to report.

DISCUSSION ITEMS

No items were submitted.

CONSENT ITEMS

6.1 Approval of the December 12, 2018 City Council Meeting Minutes

Mayor Fullmer called for a motion.

Motion: COUNCILMEMBER EARNEST MOVED TO APPROVE THE DECEMBER 12, 2018 CITY COUNCIL MEETING MINUTES. COUNCILMEMBER FLAKE SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, AND JUDD VOTED AYE. COUNCILMEMBER RILEY WAS ABSENT. MOTION CARRIED WITH ONE ABSENT.

MAYOR’S APPOINTMENTS

7.1 Utah Valley Clean Air Task Force..... 1 vacancy

Mayor Fullmer introduced resident Josh Gilman and stated that she wanted to appoint him to the Utah Valley Clean Air Task Force.

Mayor Fullmer called for a motion.

Motion: COUNCILMEMBER JUDD MOVED TO APPROVE THE MAYOR’S APPOINTMENT FOR THE UTAH VALLEY CLEAN AIR TASK FORCE, JOSH GILMAN. COUNCILMEMBER EARNEST SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, AND JUDD VOTED AYE. COUNCILMEMBER RILEY WAS ABSENT. MOTION CARRIED WITH ONE ABSENT.

BUSINESS ITEMS

8.1 PUBLIC HEARING – Amend the 2018-2019 FY Budget (Resolution 2019-01)

City Manager/Finance Director Jacob McHargue will present recommended amendments to the fiscal year 2018-2019 budget. The mayor and City Council will act to approve (or deny) this request by resolution.

Mayor Fullmer turned the time over to City Manager/Finance Director Jacob McHargue.

Mr. McHargue explained that the city had hit a new tier with Orem City in the Water Fund. He added that there were also other changes to the utility funds. He explained that staff had evaluated the positions in the city, hired new people, and reassigned roles to specific departments. He said the based on the pay range analysis staff conducted he was proposing some increases that were outside of the employees' pay ranges. The total change in employee costs would be \$30,000 a year. Highlights of the changes to the budget were:

General Fund Revenues

- \$182,000 – Increased through sales taxes

- Expenditures went up by the same amount.
 - -\$26,700 – Administration went down
 - \$23,000 – Building inspections went up because they were no longer using contract employees and had hired an inspector in training. The did not change the budget amount in case the number of inspections increased.
 - -\$28,000 – Public Works lowered the amount by reallocating employee costs
 - -\$16,800 – Parks
 - \$231,300 – The transfer amount was the amount contributed to the General Fund
The increase in revenue and the decrease in costs gave the city a surplus in the General Fund budget, which would be transferred to the Capital Projects Funds for a one-time future expense.

- Capital projects
 - -\$96,500 – Transfer to Utility Funds
 - \$231,200 – Contribution form the General Fund
 - -\$237,800 – Appropriation from Fund Balance. The did not need as many funds to fund the Public Works yard because the transfer from the utility funds had gone down.

- Water Fund
 - \$1,373,500 – Water Revenues – an increase of \$200,000 from the initial budget
 - \$1,413,600 – Water Expense – Increase of \$70,000, representing an increase from Orem City. About \$30,000 represents the reallocation of employee costs
 - \$36,100 – General Fund Subsidy – Subsidy in Water Fund going down

- Sewer Fund
 - \$795,000 – Sewer Revenues
 - \$927,600 – Sewer Expenses – included a depreciation amount of \$262,800. No subsidy from the General Fund and depreciation funded at about 50 percent
The revenues had increased by \$159,000 and the expenditures increased by \$68,000 because of employee costs and a backup generator for a lift station.

- Storm Water Fund
 - \$130,900 – Storm Water Revenues
 - \$164,200 – Storm Water Expenses
 - \$33,300 – Projected Subsidy

- Transportation Fund
 - \$403,600 Transportation Revenues
 - \$325,000 – B&C Road Funds
 - \$78,600 – Transportation Utility
 - \$380,200 – Transportation Expenses – employee costs

Mayor Fullmer called for a motion to open the public hearing.

Motion: COUNCILMEMBER JUDD MOVED TO OPEN THE PUBLIC HEARING AT 6:13 PM. COUNCILMEMBER FLAKE SECONDED THE MOTION.

Mayor Fullmer called for public comments. Hearing none, she called for a motion to close the public hearing.

Motion: COUNCILMEMBER FLAKE MOVED TO CLOSE THE PUBLIC HEARING AT 6:13 PM. COUNCILMEMBER EARNEST SECONDED THE MOTION.

Mayor Fullmer called for questions from the council. Hearing none, she called for a motion to approve the amendment.

Motion: COUNCILMEMBER FLAKE MOVED TO AMEND THE 2018-2019 FISCAL YEAR BUDGET, RESOLUTION 2019-01. COUNCILMEMBER JUDD SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, AND JUDD VOTED AYE. COUNCILMEMBER RILEY WAS ABSENT. MOTION CARRIED WITH ONE ABSENT.

8.2 PUBLIC HEARING – Amend the Consolidated Fee Schedule (Resolution 2019-02)

Assistant City Engineer Chris Wilson will present recommended amendments to the Consolidated Fee Schedule. The mayor and City Council will act to approve (or deny) this request by resolution.

Mayor Fullmer turned the time over to Assistant City Engineer Chris Wilson.

Mr. Wilson explained that staff had reviewed the inspection fees charged to developers for public works inspections. He stated that the fees were currently at 2 percent. He explained that there were also separate fees for stormwater pollution prevention plans. He said that he wanted to include the stormwater costs in with the public works inspection costs. He was recommending increasing the public works inspection fees to 3 percent. He explained that there was text stating that the remainder of the fee was reimbursable and wanted to eliminate that text because he was concerned with having a negative balance. Mr. McHargue said that it would be easier for staff if the fees were not refundable. Mr. Church explained that fees could not be a profit center, but they did not have to take a loss. He added that they did not have to calculate the fees so that each developer broke even. He said that the key was to reevaluate the fees at the end of the year and if there was a lot of excess money, to figure out refunds. He said that they needed to make sure that their calculations were tight. Mr. McHargue responded that at the 2 percent fee they had not funded any overhead in the city. He said that when they added the stormwater fees there was a gap between what it cost for inspections and the 3 percent fee. He stated that he was confident that it would not be a profit center. Councilmember Judd felt that it should not be a loss center either. Mr. McHargue stated that staff was comfortable with the 3 percent fee. Mr. Church explained that if someone felt that the fee was too high, they would have the right to have an individualized determination of what their actual fees would be. Councilmember Flake asked if the fee was still within the norm, given the legislative interest in fees. Mr. McHargue replied that it was. He said that when large projects came in, similar to the building permit revenue, those fees could come in in one fiscal year but roll over into another fiscal year.

Councilmember Judd asked how they would show that they were not making a profit. Mr. Church replied that if they were challenged, they would have to do a calculation. He gave an example of a challenge. Mr. McHargue stated that that was the reason they had done an analysis,

using a few projects that had come in, to make sure that the 3 percent would be close to the costs incurred by the city. He said that the direct employee costs alone were well over 2 percent.

Mayor Fullmer called for a motion to open the public hearing.

Motion: COUNCILMEMBER FLAKE MOVED TO OPEN THE PUBLIC HEARING AT 6:23 PM. COUNCILMEMBER EARNEST SECONDED THE MOTION.

Mayor Fullmer called for public comments. Hearing none, she called for a motion to close the public hearing.

Motion: COUNCILMEMBER JUDD MOVED TO CLOSE THE PUBLIC HEARING AT 6:23 PM. COUNCILMEMBER EARNEST SECONDED THE MOTION.

Mayor Fullmer called for a motion.

Motion: COUNCILMEMBER JUDD MOVED AMEND THE CONSOLIDATED FEE SCHEDULE, RESOLUTION 2019-02. COUNCILMEMBER EARNEST SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, AND JUDD VOTED AYE. COUNCILMEMBER RILEY WAS ABSENT. MOTION CARRIED WITH ONE ABSENT.

CLOSED SESSION

No closed session was held.

ADJOURNMENT

Mayor Fullmer called for a motion to adjourn the meeting.

Motion: COUNCILMEMBER FLAKE MOVED TO THE ADJOURN THE MEETING AT 6:23 PM. COUNCILMEMBER EARNEST SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS EARNEST, FLAKE, AND JUDD VOTED AYE. COUNCILMEMBER RILEY WAS ABSENT. MOTION CARRIED WITH ONE ABSENT.

The next regularly scheduled meeting is January 23, 2019.

MINUTES APPROVED ON: January 23, 2019

CERTIFIED CORRECT BY: /s/ Pamela Spencer
PAMELA SPENCER, CITY RECORDER