

KAYSVILLE CITY COUNCIL
ANNUAL RETREAT
January 24, 2020

Minutes of a special Kaysville City Council retreat held on January 23, 2020 at 10:00 a.m. in the Business Resource Center of the Davis Technical College at 450 South Simmons Way, Kaysville, Utah.

Council Members present: Mayor Katie Witt, Council Member John Swan Adams, Council Member Michelle Barber, Council Member Andre Lortz, Council Member Tamara Tran, and Council Member Mike Blackham

Others Present: City Manager Shayne Scott, City Recorder Annemarie Plaizier, Finance Director Dean Storey

City Manager Shayne Scott presented to the City Council a year in review of 2019 and some of the select accomplishments that the city had completed during the year.

Mayor Witt added that one of the big projects that our Parks and Recreation Staff has been involved in is reviewing our city facilities. This also included the City Hall renovation project which has been a huge undertaking. It made more financial sense to expand the current building rather than trying to renovate the old library. Pioneer Park was also a big project that the Parks and Recreation Department completed, and it's been great addition to the community. There is currently a bid out to build more pickleball courts at Barnes Park. Public Works has been working on a low impact development plan for new developments. They've also completed several large road projects this summer. More officers have been hired for the Police Department, which has been needed. There has also been a lot of discussion over the year about bringing fiber to the city. Dean Storey and his Staff had a successful audit of the budget, and they also were able to refinance the police station bond. Power lines are being buried on the city block at about half the cost of what it was originally planned. The Power Department has been installing LED street lights around the city and will be able to complete that project soon. The city also received a grant for electric car charging stations. There was also a reliability study done as well. We have a lot of employees that do a great job and get a lot done wearing many hats. Our city staff is a great resource for our Council to utilize. We have some upcoming projects in the year that both the Council and Staff will need to be able to work closely with residents to help them understand the projects and the need for them to get done.

Council Member Adams asked about the old library and said that the museum committee would like to request that the city help to fund a more in-depth study on what could be done with the building.

Mayor Witt responded that she doesn't feel that the city can afford to support another study being done, but would be willing to support the committee and their efforts. The old library might not be the best location for a city museum.

Council Member Tran suggested giving the committee a small budget to go towards helping them look for another location that would be more feasible.

Council Member Blackham said that the city had a study done and an independent engineer look at the state of the building. To have another study done could cost at least \$40,000 just to have the documents prepared in order for a construction company to look at the building. At that point we would be wasting taxpayer money to do something that will end in the same results. There are portions of the façade of the building that could be saved and used on a new building.

Finance Director Dean Storey gave a financial health report of the city. He also reviewed the Fiscal Year 2020 current standings as well as brief summary of the upcoming Fiscal Year 2021 budget schedule. Generally, the city spent about the same as the prior year. In the water fund there was an operating loss, which is something we need to take a look at and figure out why. We also need to evaluate our electric rates because it hasn't been done for some time. There is no general obligation debt or enterprise fund debt. We also need to review our recycling program because the cost to recycle is increasing every year.

Council Member Barber commented that she is grateful that the city has recently decided to create a Parks and Recreation Advisory Committee that can look at possibly creating a RAMP tax. It needs to be put on the ballot to be voted on and if we wanted to get it on November's ballot we need to start reviewing and discussing a RAMP tax now. We also want to give plenty of time for citizens to have a chance to speak. It's a small tax but would be a great benefit to the city and would help to fund recreation centers. We need to have citizen input and a balanced perspective. There seems to be a lot of people that would be in support of this.

Mayor Witt said that the city needs to hold a truth in taxation every year.

Council Member Blackham commented that he would like to see more of our public safety needs met. We need to state what the truth in taxation is for and that there's a reason for increasing taxes.

Council Member Adams added that if we are more open about what the truth in taxation is for we might be able to get more residents to support a small increase in taxes.

Shayne Scott asked about a compensation study.

Dean Storey commented that the city is in the process of discussing the compensation study review with the department heads. This study includes some significant changes to compensation. We should have that information for the Council to review by April. Last year we had set goals on how we wanted to review our compensation and pay structure, and we hired a consultant to help us with a study. We wanted more than just a survey of the current market, but also wanted to come up with a plan for ongoing compensation review. We wanted to focus on going through every job description and do a position analysis. There are still some adjustments to be made, and we want to value each position through a rating system. It will be a responsibility of the department heads to continue to evaluate their people in the future. The idea is to get our people faster to a midpoint pay than the grade step plan would do. They will be compensated based on paid performance and progression. After getting to the midpoint they will be rewarded for their performance. If they are not performing their job we could potentially reduce their pay.

Council Member Blackham stated that he feels that not every employee interacts much with their department head and therefore feels that an evaluation should be done by at least three people who work with a person.

Council Member Lortz added that we should also do this evaluation in a way that it doesn't have bias.

Shayne Scott added that most employees are sitting at about where they need to be in regards to their compensation and pay. Some will see about a five percent increase. Staff would like to see this change be implemented in the FY 2021 budget.

Dean Storey said that the benefits are a very large piece of an employee's compensation. The city will be getting our health insurance bids to review within the next month. Mr. Storey added that the city's contract with Robinson Waste is coming due and its Staff recommendation that we renew our contract with them. It will likely require an increase in fees, as they have not changed their fees with us for several years. Robinson Waste has been great to work with and they have also been willing to help with our spring cleanup and Christmas tree cleanup. Their company has been loyal to us and has a history of being reliable.

The Mayor and City Council reviewed the liaison responsibilities of each Council member. Council Member Barber gave an update on the planned Kaysville Fiber initiative and its timeline for 2020.

Council Member Barber said that the owner of Kongo Gym has approached the city about doing a joint operation with the city when he builds his new building. It would be a great opportunity, but our Parks and Recreation Department is maxed out in many areas. The city doesn't have the money or the resources right now to be able to consider this proposal.

Council Member Barber made a motion to adjourn the meeting at 2:15 and reconvene for a team building activity at Hatchet Jaxe Axe Throwing at 443 South Deseret Drive. The motion was seconded by Council Member Tran and passed unanimously.