

**Tooele City Council and
Tooele City Redevelopment Agency of Tooele City, Utah
Work Session Meeting Minutes**

Date: Thursday, May 28, 2015
Time: 2:00 p.m.
Place: Tooele City Hall, Large Conference Room
90 North Main St., Tooele, UT

City Council Members Present:

Brad Pratt, Chair
Dave McCall
Scott Wardle
Debbie Winn
Steve Pruden

City Employees Present:

Mayor Patrick Dunlavy
Glenn Caldwell, Finance Director
Shannon Wimmer, Assistant Finance Director
Kami Perkins, Human Resource Director
Jim Bolser, Community Development & Public Works Director
Michelle Pitt, City Recorder
Randy Sant, Redevelopment Agency Director

Minutes prepared by Michelle Pitt

1. **Open Meeting**

Chairman Pratt called the meeting to order at 2:00 p.m.

2. **Roll Call**

Brad Pratt, Present
Dave McCall, Present
Debbie Winn, Present
Scott Wardle, Present
Steve Pruden, Present

3. **Discussion:**

- Budget

Mayor Dunlavy did not go through the budget line upon line with the Council. He stated that it was a conservative budget and that adjustments were made based on expenditures in the past, or projects that were coming up. The Mayor asked the Council to look over the budget and to bring questions to either him, Mr. Caldwell, or Ms. Perkins. Mayor Dunlavy commended Mr. Caldwell on the excellent job he does at estimating taxes and complimented Ms. Perkins on the great job she did on the challenge that he gave her regarding employee compensation. The Mayor asked Ms. Perkins to explain the proposed employee compensation.

Ms. Perkins stated that in the beginning of January, she and the Mayor discussed compensation. Ms. Perkins explained that whenever the City looks at compensation, they look at the total compensation value, not only take base pay, but the benefit package as well. The economic decline impacted the City. As the reality of the economic situation became more, clear, Mayor Dunlavy and administration focused on the goal to maintain jobs, current pay, and current benefits for the regular status workforce and to not send one employee to unemployment. The goal was met but required careful planning, conservative spending, and making unpopular decisions. For several years, employees were frozen on the pay scale and step increases were not given. Some COLA adjustments, one bonus, and career ladders were approved. The Mayor said that with the FY20156 budget, the City was now in a position where it can focus again on total compensation and it was time to make changes. Ms. Perkins went on to say that the proposal is something that is affordable to the City and sustainable for years forward. This year, the City proposes: an average 1.5% COLA to the current salary schedule, salary schedule modifications to equalize all steps to 1% increases, changing the salary schedule from 15 to 40 steps (except for grades 1-4), reinstate the 401K contribution by contributing 1%, and absorbing much of the insurance rate increase.

Ms. Perkins explained that a comprehensive wage study was completed for positions graded 13 and above. She found that the City was significantly below market on certain positions, especially technical positions.

The City is also proposing that the minimum wage be increased to of \$10.20 by 2020 for most seasonal positions, but not all.

Ms. Perkins stated that the health insurance increase was modest. She attributed that to PEHP, for keeping the City's plan affordable. The pension plan stayed stable.

Mr. Caldwell and Ms. Perkins prepared labor projections. The cost for the proposed changes would be between \$250,000 and \$268,000.

Councilman Wardle stated that he appreciated how the Mayor was able to keep all employees' positions. He said that he was with the City during the recession and the budget was scary during that time.

Mayor Dunlavy stated that now is the time to get employees back to where they need to be. Employees are the first consideration when doing the budget. The Mayor explained

that the City did the best they could do for employees at the time. The City froze step increases, but made sure that employees still had jobs, medical coverage, and retirement.

The Mayor highlighted four City projects that are badly needed: (1) new public safety building, (2) new fire station, (3) restore the Carnegie Library building to its original state, and (4) preliminary design of Phase 2 of England Acres park. The Mayor suggested using impact fees to hire an architect to design the public safety and fire station buildings. Mr. Roth has a feel for what is being asked for by the baseball league, and other sports leagues and can suggest a plan for Phase 2 of England Acres park. The Mayor would like to hire an architect to help with a design for Phase 2 of the park.

Mayor Dunlavy explained that the City is looking at leasing, instead of purchasing some equipment. He said he would get that information to the Council.

The Mayor stated that he received the arts council's budget yesterday. In prior years, the City has granted them \$220,000, with a lot of that going towards the 4th of July. This year, the arts council is requesting \$120,000. The Mayor would like a discussion about the arts council and what they are accomplishing.

If the County requests the quarter-cent transportation tax, the Commissioners are concerned that the other cities and towns won't do it as well. The quarter-cent tax would make a significant impact on the City road budget. Mr. Sant stated that the League of Cities and Towns is asking all cities to pass a resolution requesting Counties to put the transportation tax on the ballot.

Mr. Sant said that the RDA budget has not changed from previous years. There was a little money left in the Downtown fund which hasn't been identified for anything. The Downtown RDA needs to be shut down and closed. Mr. Sant stated he would like to extend the UID project area for another 20 years, under the same terms and conditions. In order to accomplish that, there are couple of things that need to be done, including going to the school district, the County and the City to ask them to extend the UID project area. That project area has 5-6 years left.

Mr. Sant stated that the RDA will be creating the 1000 North project area. He stated that when Cabela's comes on the tax roles, they will bump the RDA's increment a little. Mr. Sant will start marketing the Commercial Park now that the road and improvements are in.

The Mayor summarized that he wanted to inform the Council on the compensation fund, proposed projects and budget. After the Council has a chance to review the budget in more detail, he would like to hear from the Council.

Councilman Pruden asked how departments were notified about the budget, once it was approved. Mayor Dunlavy answered that each department would be talked to individually.

Councilman Wardle thanked the employees for their work and their sacrifice over the years.

The Mayor explained that the Council has the statutory right to change the proposed budget. The City needs to get the tentative budget approved at the next meeting on June 3rd. It was proposed to meet again before the June 17th City Council meeting. The Council scheduled a meeting for June 10 at 6:00 p.m. in large conference room.

Chairman Pratt expressed appreciation for the conservative budget and stated that the City has a tremendous workforce which is the City's number one asset. Chairman Pratt stated that it was important to take care of employees so that they don't seek other employment.

4. **Adjourn**

Councilman Pruden moved to adjourn the meeting. Councilwoman Winn seconded the motion. The vote was as follows: Councilwoman Winn, "Aye", Chairman Pratt, "Aye", Councilman Pruden, "Aye", Councilman McCall, "Aye", and Councilman Wardle, "Aye". The meeting adjourned at 3:10 p.m.

The content of the minutes is not intended, nor are they submitted, as a verbatim transcription of the meeting. These minutes are a brief overview of what occurred at the meeting.

Approved this 17th day of June, 2015

Brad Pratt, Tooele City Council Chair