



CENTERVILLE WORK SESSION AGENDA

Due to Centerville City Mayor Clark Wilkinson's Determination (contained in body of below agenda) public meetings will be held electronically via Zoom and live streamed on the Centerville City YouTube channel. Public meetings conducted via Zoom may be terminated at any time due to hackers or inappropriate content.

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE CITY COUNCIL WILL HOLD ITS WORK SESSION MEETING AT 5:30 PM ON MARCH 16, 2021 AT THE CENTERVILLE CITY HALL COUNCIL CHAMBERS, 250 NORTH MAIN STREET, CENTERVILLE, UTAH. THE AGENDA IS SHOWN BELOW.

Meetings of the City Council of Centerville City may be conducted via electronic means pursuant to Utah Code Ann. 52-4-207, as amended. In such circumstances, contact will be established and maintained via electronic means and the meeting will be conducted pursuant to the Electronic Meetings Policy established by the City Council for electronic meetings.

Centerville City, in compliance with the Americans With Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance, including hearing devices. Persons requesting these accommodations for City-sponsored public meetings, services, programs, or events should call Jacob Smith, Administrative Services Director, at 801-295-3477, giving at least 24 hours notice prior to the meeting.

The full packet of backups materials can be found at <http://centerville.novusagenda.com/agendapublic>.

A. ROLL CALL

B. BUSINESS

1. Centerville City Mayor Wilkinson Determination - Electronic Meetings without an Anchor Location Due to Substantial Health and Safety Risk

In accordance with Utah Code 52-4-207(4) of the Utah Open and Public Meeting Act, I have determined that conducting an electronic meeting of the Centerville City Council with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. This determination is based on the facts and circumstances surrounding the COVID-19 pandemic. Considering the continued number of COVID-19 case counts in Utah, meeting in an anchor location presents substantial risk to the health and safety of those in attendance because physical distancing measures may be difficult to maintain at City Hall.

Topic: March 16, City Council Work Session & Regular Meeting

Time: Mar 16, 2021 05:30 PM Mountain Time (US and Canada)

Join Zoom Meeting

[https://zoom.us/j/93113408322?](https://zoom.us/j/93113408322?pwd=dzgydG5DV1M3RFpEWmlhUS81ZXRBUT09)
pwd=dzgydG5DV1M3RFpEWmlhUS81ZXRBUT09

Meeting ID: 931 1340 8322

Passcode: 070587

One tap mobile

+1-253-215-8782

2. Budget Discussion - Department Head Budget Presentations

Continued budget discussion for FY2022 and presentation of Department Budgets by Department Heads

C. CLOSED SESSION (Closed Meeting, if necessary, for reasons allowed by State Law, including, but not limited to, the provisions of section 52-4-205 of the Utah Open and Public Meetings Act, and for the Attorney-Client matters that are privileged pursuant to Utah Code ann. 78B-1-137, as amended)

D. ADJOURNMENT

Janet Denison
Centerville City Recorder

**CENTERVILLE
WORK SESSION
Staff Backup Report
3/16/2021**

Item No. 1.

Short Title: Centerville City Mayor Wilkinson Determination - Electronic Meetings without an Anchor Location Due to Substantial Health and Safety Risk

Initiated By: Mayor Wilkinson

Staff Representative:

SUBJECT

In accordance with Utah Code 52-4-207(4) of the Utah Open and Public Meeting Act, I have determined that conducting an electronic meeting of the Centerville City Council with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. This determination is based on the facts and circumstances surrounding the COVID-19 pandemic. Considering the continued number of COVID-19 case counts in Utah, meeting in an anchor location presents substantial risk to the health and safety of those in attendance because physical distancing measures may be difficult to maintain at City Hall.

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RECOMMENDATION

BACKGROUND

**CENTERVILLE
WORK SESSION
Staff Backup Report
3/16/2021**

Item No. 2.

Short Title: Budget Discussion - Department Head Budget Presentations

Initiated By: Brant Hanson, City Manager

Staff Representative: Jacob Smith, Administrative Services Director

SUBJECT

Continued budget discussion for FY2022 and presentation of Department Budgets by Department Heads

RECOMMENDATION

BACKGROUND

For the past few months, staff has been working on department budgets and will now present their requests and discuss current and future issues with the City Council and Mayor. The presentations will proceed in this order:

Bruce Cox - Parks, Recreation, Cemetery and Buildings

Lisa Romney - Attorney

Lisa Sommer - Whitaker Home and Programs

Cory Snyder - Community Development

ATTACHMENTS:

Description

- ▣ FY22 Capital Projects and Equipment Requests
- ▣ City Attorney - FY2022 Budget Presentation
- ▣ Whitaker fy 2022 budget requests

**Capital Equipment & Projects, One Time Funding
FY 2021-2022**

	<u>Department Request</u>	<u>Tentative Funded</u>	<u>Years Deferred</u>	<u>Notes</u>
<u>Justice Court</u>				
New Copier	\$8,000	\$0		Current copier is difficult to find parts. Is on its last 3 leg
<u>Attorney</u>				
Special Projects	\$5,000	\$0	2	For outsourcing support
<u>Emergency Management</u>				
APX Public Safety Radio Base Station	\$2,500	\$0		
VHF Radio	\$500	\$0	2	Motorola said to hold off another year
Total	\$3,000	\$0		
<u>Whitaker Programs</u>				
Archiving Project - continuation	\$1,000	\$1,000		
<u>Police</u>				
4 Vehicles	\$225,000	\$168,750	3	
Public Order Unity Equipment	\$15,000	\$15,000		
40 MM Launchers (9)	\$9,900	\$0		
Bullet resistant windshield for 3 new patrol vehicles	\$5,400	\$0		
Laptops	\$5,000	\$5,000		
Total	\$260,300	\$188,750		
<u>Liquor Law</u>				
Roll cages, watchguard cameras, etc.	\$10,000	\$10,000		100% paid by Liquor Law Funds
<u>Public Works Administration</u>				
Upgrade Shoplift for 1 Ton	\$60,000	\$0	8	
Iron Worker Tools	\$4,000	\$0		
Storage Container	\$10,000	\$0		
Total	\$74,000	\$0		
<u>Streets</u>				
Bobtail Dump Truck w/ Plow (Clean Diesel Grant partial fund)	\$54,330	\$54,330	2	
F550 w/Plow	\$37,000	\$37,000		Shared with Parks Dept.
Pavement Compactor	\$73,000	\$0	12	
938M Loader	\$175,000	\$0	12	
Total	\$339,330	\$91,330		
<u>GIS</u>				
Dell 4 Core Server/DMS/MS2019 Window Server Star	\$17,500	\$0	5	
Server Hardware Upgrades for GIS Server	\$9,350	\$0	5	
Aerial Imagery	\$3,300	\$3,300		
Total	\$30,150	\$3,300		
<u>Parks</u>				
1 Ton Flatbed Dumptruck	\$59,000	\$0	2	
F550 w/Plow	\$36,000	\$36,000		Shared with Streets Division
Park Utility Vehicle	\$24,500	\$0		
Backhoe Tradeout	\$25,500	\$25,500		
3 Playground surface repair	\$63,000	\$0	2	Will complete this year
Total	\$208,000	\$61,500		
<u>City Hall Building</u>				
Replace 1 of 2 boilers	\$20,000	\$0	2	
Lobby and Council Chambers Updates	\$30,000	\$0	5	
Total	\$50,000	\$0		
<u>PW Building</u>				
Fuel Management Equipment/Software	\$10,000	\$0	3	
Salt Rack (3 of 5)	\$13,500	\$13,500	6	
Replace South Driveway Concrete	\$40,000	\$0		
2nd Floor carpet- Paint offices	\$15,000	\$0		
Concrete Replacement Pit	\$8,000	\$0		
Total	\$86,500	\$13,500		
<u>Parks Building</u>				
Replace Overhead Door Opener x2	\$3,000	\$3,000		
Shop Equipment Lift	\$12,000	\$0	3	
Total	\$15,000	\$3,000		
<u>Whitaker Home</u>				
Capital Improvements using RAP funds	\$22,850	\$22,850		
<u>Community Development</u>				
General Plan Update	\$80,000	\$50,000	1	
Online Building Permit System	\$4,000	\$0		
Total	\$84,000	\$50,000		
Subtotal General Fund	\$1,197,130	\$445,230	-\$751,900	

**Capital Equipment & Projects, One Time Funding
FY 2021-2022**

	<u>Department Request</u>	<u>Tentative Funded</u>	<u>Years Deferred</u>	<u>Notes</u>
<u>Transportation Projects</u>				
<u>Fund</u>				
	Street Projects TBD	\$1,383,592	\$1,383,592	
<u>Water Fund</u>				
	New truck to replace truck #101	\$42,000	\$42,000	
	New truck to replace truck #107	\$42,000	\$42,000	
	Tetemetry upgrade and equipment change out	\$18,000	\$18,000	
	Computer change out	\$2,000	\$2,000	
	Backhoe trade out	\$30,000	\$30,000	
	Battery change out for SCADA systems	\$4,000	\$4,000	
	Generator	\$25,000	\$25,000	1
	Chlorine equipment change out and upgrade	\$5,200	\$5,200	
	Load test generators	\$5,000	\$5,000	4
	Earthquake ramps for fire hose 2 of 3	\$4,000	\$4,000	
	Earthquake initiative fire hose 3 of 3	\$10,000	\$10,000	
	Chaninsaw style pipe saw	\$4,000	\$4,000	
<u>Projects</u>				
	Energy upgrade	\$5,000	\$5,000	
	Moving meters to curb	\$10,000	\$10,000	
	PRV change out	\$10,000	\$10,000	
	Duncan Spring filtration plant	\$60,000	\$60,000	3
	Meter change out	\$50,000	\$50,000	
	Painting fire hydrants	\$15,000	\$15,000	1
	City Projects TBD	\$239,708	\$355,868	
	Oakridge Reservoir design	\$30,000	\$30,000	
	Total	\$610,908	\$727,068	
<u>Drainage Utility</u>				
	Grate retrofits	\$70,000	\$70,000	1
	Curb and Gutter Replacements	\$10,000	\$10,000	1
	Projects TBD/Contr. To Fund Balance	\$316,308	\$356,874	
	Total	\$396,308	\$436,874	
Subtotal Other Funds	<u>\$2,390,808</u>	<u>\$2,547,534</u>		
Total	<u>\$3,587,938</u>	<u>\$2,992,764</u>		



Centerville City FY2022 Budget

City Attorney Budget Proposal

March 16, 2021

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**“Genius is 1% inspiration,
99% budget allocation.”**

ATTORNEY
FY 2021/22 BUDGET

Proposed City Attorney Budget FY2022

	2018/2019	2019/20	2020/2021			2021/2022		
	ACTUAL	ACTUAL	6 MONTH	12 MONTH	BUDGET	DEPARTMENT	TENTATIVE	ADOPTED
			ACTUAL	ESTIMATE		REQUEST		
MANAGEMENT CONTROL ACCOUNTS - PERSONNEL								
10-4135-110 SALARY AND WAGES	117,283	117,642	64,114		124,004			
10-4135-120 PART TIME WAGES	0	0			-			
10-4135-130 FICA	9,006	10,276	4,739		9,486			
10-4135-131 RETIREMENT	19,364	20,698	11,495		23,591			
10-4135-132 MEDICAL INSURANCE	6,610	7,132	4,269		8,850			
10-4135-134 LONG TERM DISABILITY	497	527	269		588			
10-4135-135 WORKERS COMPENSATION	1,222	2,209	102		2,700			
SUBTOTAL	153,982	158,484	84,988	0	169,219	0	0	0
MANAGEMENT CONTROL ACCOUNTS - OPERATING								
5 line items to stay the same					4 line items to increase			
10-4135-210 BOOKS AND SUBSCRIPTIONS	4,676	4,770	1,194		5,000		5,000	Westlaw, Davis Redi
10-4135-211 MEMBERSHIPS	0	15	434		700		1,000	UBA, UMAA, SHRM
10-4135-215 FILING FEES & COSTS	0	0	0		100		100	Green Filing
10-4135-230 MILEAGE REIMBURSEMENT	183	51	0		300		300	
10-4135-240 OFFICE SUPPLIES	188	4	17		300		300	
10-4135-280 TELEPHONE AIR TIME		0	0		500		500	
10-4135-330 EDUCATION & TRAINING	884	684	219		1,800		2,000	UMAA, URMA, ULI
10-4135-480 MISC SUPPLIES	70	98	60		250		500	Adobe, Docusign, Toodledo
10-4135-650 SPEC. PROJECT	0	122	0		-		5,000	Impact Fees
SUBTOTAL	6,002	5,744	1,924	0	8,950	14,700	0	0
MANAGEMENT CONTROL ACCOUNTS - CAPITAL/SPECIAL PROJECTS								
10-4135-740 CAPITAL EQUIPMENT	0	0	0	0	0	+ \$5,750		
ITEM 1						0	0	0
ITEM 2					0	0		0
TOTAL CITY ATTORNEY	159,984	164,228	86,912	0	178,169	14,700	0	0



THANK YOU

Lisa G. Romney
Centerville City Attorney

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Whitaker Museum Goals	Budget Request
FY22 RAP Estimate 22,800	22,800 (or 5% whichever is greater)
Capital Project from RAP fund Completion of Summer Kitchen that was not finished due to funding in FY21	12,000
Capital Project from remaining RAP Applied to Pole Barn (design, plans, city council approval, and ground breaking)	All unused funding estimate 12,800
Capital Program Completion of organization and archival filing of records in preparation of digitization	\$1,000

The board's goal is to complete these projects with RAP funds and not ask for money from the City general funds.

The barn will be used to hold events that may be hindered by interior buildings i.e. blacksmith, square dancing, quilting bees, spinning or weaving, rope tying, candle making, etc.

To house and cover, wagon, handcart, farm implements, benches