



ROY CITY
Roy City Council Meeting Minutes
May 4, 2021 – 5:30 p.m.
Roy City Council
Electronic Zoom Meeting

Minutes of the Roy City Council Meeting held electronically via Zoom and YouTube on May 4, 2021 at 5:30 p.m.

Notice of the meeting was provided to the Utah Public Notice Website at least 24 hours in advance. A copy of the agenda was posted.

The following members were in attendance:

Mayor Robert Dandoy
Councilmember Paul
Councilmember Saxton
Councilmember Wilson
Councilmember Jackson
Councilmember Burrell

City Manager, Matt Andrews
City Attorney, Andy Blackburn

Also present were: Management Services Director, Camille Cook; Police Chief, Carl Merino; Parks and Recreation Director, Travis Flint; Public Works Director, Ross Oliver, Morgan Langholf, Brandon Edwards, Steve Parkinson, Randy Sant;

A. Welcome & Roll Call

Mayor Dandoy welcomed those in attendance and noted Councilmembers Jackson, Burrell, Paul, Saxton, and Wilson were present.

B. Moment of Silence

Councilmember Joe Paul invited the audience to observe a moment of silence.

C. Pledge of Allegiance

Councilmember Joe Paul lead the audience in reciting the Pledge of Allegiance.

Mayor Dandoy noted that Roy City had 98 active cases of COVID-19 and read the Mayor's Determination to Hold Electronic Meetings.

D. Consent Items

(These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately.)

1. Approval of the February 23, 2021 Roy City Council Work Session Meeting Minutes

Councilmember Wilson motioned to approve the Consent Items with the changes made. Councilmember Jackson seconded the motion. All Councilmembers voted "aye." The motion carried.

E. Public Comments

No requests were submitted to make public comment.

F. Presentation

1. Budget Proposal FY 2022- Camille Cook

Management Services Director Camille Cook presented the Council with the Proposed Budget for the Fiscal Year 2022. She explained that it was a collaboration between City Manager Matt Andrews and all of the department directors in order to prioritize the needs of the City compared to the projected revenues. She informed the council that the Fiscal Year 2022 budget totaled at \$20,060,166, which represented a 10.2% decrease from the current year modified budget. She noted that most of that decrease was a result of having received CARES Act funding. She then reviewed the various sections and proposals in the budget as follows.

The sales tax was the largest category of tax revenue and had a projected increase for Fiscal Year 2021, predicted at 8.57%. 47% of the general fund expenditures were for public safety and 53% was broken out between various departments. The funds for Class C and transportation infrastructure were restricted to those uses, and were not able to be used for wages or any other general fund activities. Property taxes were intended to cover public safety costs, and were currently about \$6.1M less than the amount needed to cover it. The deficit was covered by other taxes and general City revenues.

Management Services Director Camille Cook stated that the changes in the budget were ones that had been evaluated and proposed as the most important things to bring forward to the City Council. She expressed that as department directors, their employees had priority and were the greatest asset to maintaining their levels of service. The maintenance of the STEP System was in the proposed budget as it was vital to retaining quality employees, and they recognized the importance of the program to stay competitive with other cities.

The budget also included a 1.5% increase on health insurance premiums, which the City covered 85.5% of. The only change to the current plan was a plan to move the high deductible health plan with the health savings account from the select care plan to the select med plan. Employees would receive more information on the changes as part of their open enrollment process later in the month.

The Utah retirement system rates were held steady that year and had no proposed budget increases. The personnel changes in the proposed budget were a reclassification to add a firefighter 2/senior paramedic position. Management Services Director Camille Cook explained that the reclassification was similar to the master officer program in the police department. Two part time bailiff positions were also included in the budget, which would allow sworn officers to continue with their patrol shifts and to allow part time bailiffs to cover the justice court.

The proposed budget also included funds for the first year of the salary survey. This year's salary survey was for Public Works and the Parks and Recreation departments. The adjustments to the wages were included in the proposed budgets, and the methodology for the salary survey would be discussed more in depth at a proposed budget work session. The directors of those departments were not included in the current salary survey amounts, and they would be considered with other directors in the future. Management Services Director Camille Cook expressed that the administration strongly recommended the approval of the salary survey in this year's budget, and to continue with the annual salary survey adjustment in future budget years.

Management Services Director Camille Cook discussed some of the other highlights to the Fiscal Year 2022 proposed budget, which included various increases throughout all departments to restore the budgets to pre-pandemic levels. They had cut the budgets the previous year, which needed to be adjusted now that operations were a bit more normal again. They also increased election expenses this year due to a municipal

election. They created a public safety mental health and wellness program that was in the finance budget under the HR programs, as well as moved some of the wellness programs and pre-employment drug screens from risk management to HR.

Management Services Director Camille Cook revisited the additions to the police department, and communicated that the largest increase in the police budget were the contracted fees to Weber County for animal control and service on the animal shelter. She reiterated that the fire department had three new reclassifications.

For the community development budget, they moved building inspection from wages to a contracted service, and also included part time funding to help cover the office. The recreation complex, aquatic center, and Roy Days budgets had been restored to the pre-pandemic levels. The transportation infrastructure funding would be used to widen both 4800 South and Midland Drive at the Canal crossings.

Management Services Director Camille Cook commented that they had proposed something new for the Fiscal Year 2022 budget. All of the capital requests, with the exclusion of ramp grants, were moved from the general fund to the capital projects fund as it allowed them to better organize and prioritize the projects. There were quite a few vehicles in need of replacement, and she presented the proposal to carry forward the funding for the two ambulances and the seven police vehicles previously approved, because they did not expect to receive them by the end of June. There were proposals for four police patrol vehicles, one animal service vehicle, the replacement of the fleet shop service truck, and funding five vehicles for the annual vehicle rotation program.

Funds would cover an annual garage door rotation for the fire department and the shops, replacement of the police department stairway and basement hallway, scanning tools and ADA entry doors at the complex, and aquatic center projects. It would also fund a motorized gate at the Parks and Recreation building, and a mower for the Parks Department.

The proposed budget included fee increases in each of the utility enterprise funds. She informed the council that this was the final year of the recommended \$4 bimonthly rate fee increase for residential utility customers, and that the increase would continue to cover the remainder of the meter replacements and allow the City to begin monthly billing during Fiscal Year 2022.

There were also proposals for a consumer price index adjustment to the stormwater utility fund, which would allow the fund to remain healthy and continue with capital projects as needed. The solid waste utility fund included a rate increase of 4.9% to cover increased fees from waste management and Weber County. All of the utility enterprise funds experienced increased costs during Fiscal Year 2021, and the City used blank to cover the costs so that they could maintain current fees during the COVID-19 pandemic. Management Services Director Camille Cook expressed that administration recommended the approval of the proposed fee increases to continue to maintain their level of service in the utility enterprise funds.

Management Services Director Camille Cook stated that the water and sewer utility fund would finalize the replacement of the water meters so that they could move to the monthly billing. It would also continue waterline replacement and sewer mainline rehabilitation projects. The stormwater utility fund included funding to replace the bank on Howard, and to build a bridge for Meadowcreek pond. The solid waste utility fund included funding to purchase three additional dumpsters, two for Citywide use and one at the new Parks and Recreation building.

The IT budget included the police and administrative laptop rotations, an air conditioning unit at Fire Station 32 and the Hope Center to protect their server equipment, cloud storage and upgraded storage, and the risk management budget. They also included a current portion of ongoing claims the City was obligated to

pay. Funds in the storm sewer development budget would be used for a storm drain project on 4800 and an Emma Russell Park storm drain project.

Management Services Director Camille Cook stated that they had proposed to carry a number of funds forward into Fiscal Year 2022, because they were not expected to be completed by June 30th. This included the previously approved park development budget for a ramp match at the dog park, \$5K for lighting upgrades in the parking lot at the aquatic center, and \$72K worth of security cameras at multiple parks.

The cemetery perpetual fund was set aside to account for monies held to expand and maintain the current City cemetery, and the City retained 20% from the sale of each plot for future use. All available plots in the cemetery had been sold, therefore no budget was set for the fund. However, the City was looking into potential funding for an additional cemetery. Funding in the capital projects fund could be allocated for future cemetery costs at a future date.

Management Services Director Camille Cook discussed the next steps. She explained that at this the budget was being proposed to the City Council by the administration. It was now the City Council's tentative budget, and was under their responsibility to review and consider for approval. She stated that they would email and post the budget via the website, which had more narrative and line information for them to review. She communicated that they could facilitate holding a budget work session to go over the budget in more detail if that was desired. reminder that the budget must be adopted by June 22nd.

Management Services Director Camille Cook said that they put a lot of thought, time, and effort into their recommendations, and she expressed appreciation on behalf of the administration for all that the City Council does for the City, citizens, and staff.

Mayor Robert Dandoy reminded the City Council that there would be work sessions in the future to answer everything in depth. He stated that this was a cursory review to talk a little about the budget, and the details would come later. He recommended to Management Services Director Camille Cook to print a copy for each City Councilmember.

There was discussion about the sales tax increase: how much of it came from within the City, how much came from having a larger population, and how much came from online sales. Management Services Director Camille Cook explained that the City would prepare additional information on the matter to discuss at the budget work session.

Councilmember Ann Jackson commented that the three things that stood out most to her as great assets to the City were the mental health additions, the part time bailiffs, and lighting and security cameras for the parks.

City Council thanked Management Services Director Camille Cook for all her hard work. Mayor Robert Dandoy asked her to consider the threshold limit in terms of what they could hold and reserve with this year. He said it would be interesting to see how the City and budget would address when it moved from 25% to 35%.

G. Discussion Items

1. Aquatic Center 2021 Season Fees

Parks and Recreation Director Travis Flint proposed an increase to the 2021 Aquatic Center general admission fees. He explained that their current general admission for senior citizens and children ages four to seven was \$4.50, and for ages eight and older were \$5.50. He proposed an increase of each fee by 50

cents. He outlined that those fees would be for Roy residents, while non-residents would pay \$1 more than the current price.

Parks and Recreation Director Travis Flint stated that this proposed increase was based on increased ongoing costs and an additional guard station. He communicated that the increase would put their prices on par with aquatic center fees in surrounding communities.

Councilmember Ann Jackson felt that it was worth the raise to get rid of the change. She asked how people would prove residency. Parks and Recreation Director Travis Flint replied that they were working on a system, and noted that it had to be a quick system. He noted that any form of photo ID would work, but that they were still working out some of the details.

Councilmember Diane Wilson agreed with Councilmember Ann Jackson's question. Councilmember Diane Wilson asked if it would be a system that required individuals to pay the higher rate unless they proved residency. It was suggested that they be prepared to have that conversation at the next City Council meeting.

The question was asked as to the plausibility of a season pass. Parks and Recreation Director Travis Flint replied that it was something he would gladly look into. He noted that they had looked into it in the past, and all of the organizations they had spoken to who had done it wished that they had not. He reiterated that he would look into it further though.

Councilmember Ann Jackson asked if they would still accept the ten-punch pass. Parks and Recreation Director Travis Flint confirmed that they would. He stated that even with any fee increases, they would still accept any existing passes. He also confirmed that they would sell them again.

Councilmember Bryon Saxton thought it was a great idea as well. He asked how much additional revenue the increases would generate annually. Parks and Recreation Director Travis Flint replied that they thought it would generate somewhere between \$25K to \$45K.

Mayor Robert Dandoy commented that the City Council was interested in the proposal. He told them that they could formalize the proposal and present it back to the City Council at a future date. He asked Travis when they expected to open the aquatic center. Parks and Recreation Director Travis Flint answered that the opening day for the aquatic center was Saturday, May 29th. He stated that they would have something prepared for the next meeting which would occur on May 18th.

2. COVID safety precautions

City Manager Matt Andrews presented the proposed options for COVID safety precautions with returning to in person City Council Meetings. He noted that they had received the notifications from the State that had been discussed in the work session about less strict State guidelines. He stated that they wanted to have the conversation in regards to mask requirements and suggestions.

City Manager Matt Andrews noted that they wore masks in the City, and he felt that it was very important. He expressed that it was hard on the City employees to try and regulate that, and that he would much rather see masks suggested versus required at the City offices. He acknowledged that it created some problems for the residents because they had a barrier between them and the residents, but he did not feel comfortable having the City employees try to cushion political issues when people did not wear masks.

City Manager Matt Andrews commented that it was important that they maintained social distancing and were looking at signage. He asked for City Council's suggestions on the topic of COVID safety precautions.

City Manager Matt Andrews was asked about the current barriers. He confirmed that there were barriers between City employees and individuals who came into the office. He stated that they felt comfortable that City employees were protected. He explained that there was some concern because the barriers did not protect the residents as well. He mentioned that it was also a larger political issue of whether people should wear masks at all.

City Manager Matt Andrews expressed that the City as an organization felt that they should put effort into encouraging people to wear masks in the City. He stated that they did not have the authority to mandate somebody to wear a mask, but they could say that the individual was trespassing on the premises if they refused and not left when asked. He commented that it might take up some City resources to mandate that.

Councilmember Ann Jackson hoped that people were smart enough to not come into the City offices if they had any COVID symptoms. However, that still may occur, and there would be people who refused to wear masks.

Brian noted that his work had put a sign on the door that asked guests to wear a mask if they had COVID symptoms. He stated that it seemed to work, and it may be a less painful route to eliminate the responsibility of City employees to police it.

Councilmember Ann Jackson said that the sign should say people with symptoms could not enter at all. The other City Councilmembers agreed.

Councilmember Ann Jackson suggested that they had disposable masks available at the entrance.

Mayor Robert Dandoy asked for clarification if City Manager Matt Andrews's proposal was to mandate that individuals had to wear masks within City buildings, or if that should allow it to be an option. City Manager Matt Andrews answered that the proposal was that they would put signs out that indicated that signs were suggested versus required. Mayor Robert Dandoy commented that they did not want to put their employees in a conflict situation if an individual ignored the suggestion and chose not to wear a mask.

Councilmember Diane Wilson summarized that employees would still wear masks and shields, and that there would be signage that suggested masks but not require them. She asked how it would work at the complex and aquatic center. She questioned if they would limit occupancy.

City Manager Matt Andrews expressed that they always tried to maintain a health order, and that it seemed as if that would be lifted soon. He stated that the big problem last year was that the amount of people that could be allowed in was only 50% of their capacity.

Mayor Robert Dandoy agreed. He said that unless Weber County stepped out with a new set of requirements, he was not sure that there would be any mandate. He expressed the opinion that they would probably find that some of the processes and applications they submitted may just go away. He said that if that was the case, he was not sure what type of resource the County would be able to provide other than advice.

Mayor Robert Dandoy said that they would reach out to the County to receive more information, and he summarized that based on their current discussion they would not mandate masks in City facilities. He stated that if that happened, they should continue to protect City employees with masks. The City Council agreed. City Manager Matt Andrews informed them that they planned to open on May 17th.

Councilmember Ann Jackson asked when senior citizens would be able to go eat at the senior center again. City Manager Matt Andrews responded that they worked really closely with them, but the center was actually facilitated by Human Services, and so it was ultimately their decision.

Mayor Robert Dandoy said that at least for the interim they would continue to do the food delivery, but that the decision of in-person meals was up to the County.

H. Reports

1. City Manager Report

City Manager Matt Andrews reminded the City Council that the summer schedule would begin shortly. It was the first full week out of school on June 1 through Friday, August 20. He outlined that the schedule was Monday-Thursday 7:30 AM to 5:30 PM.

City Manager Matt Andrews also informed them that registration had taken place for softball and baseball, and that games would begin shortly for the recreation department.

2. Mayor and Council Report

Councilmember Diane Wilson thanked Mayor Robert Dandoy for arranging the town hall, and she thought that it would be very helpful.

Councilmember Joe Paul noted that there was an email with the suggestion of a potential mobile vaccine truck. He asked if that was looked into.

Mayor Robert Dandoy stated that the latest strategy at the County level was for a mobile vehicle to take individuals to the vaccination site. He said that the state had looked at mobiles, but Mayor Robert Dandoy thought that was more for rural areas.

Councilmember Joe Paul explained that the reason he had brought it up was because they had a large senior population in their community, and it was important to make sure they have the ability to get vaccinated.

Mayor Robert Dandoy said that it was brought up to the County a few months prior. He reiterated his previous statement about transportation versus mobile vaccination. He thought that they would have a number of Roy residents that did not work with. He suggested it be brought up at the next meeting to see if they were looking at more options. Mayor Robert Dandoy noted that they had been approached about a vaccination site at the Hope Center, which they could subsequently figure out transportation options for. Council thought use of the Hope Center was a great idea.

Councilmember Ann Jackson asked if they would use the suggestion to have public comments before instead of after voting occurred. She expressed the opinion that she liked the suggestion. Mayor Robert Dandoy explained that the public comment component they had on City Council was for anything they wanted to talk about. He recommended that they could collectively have a public comment period within a topic when they discussed sensitive issues. He commented that anything that dealt with ordinances or resolutions may warrant some type of public involvement.

Mayor Robert Dandoy stated that he thought it would only be a few weeks until they returned to live City Council meetings. He said that he did not have a problem with public comments before they voted. He expressed that people had a right to make a point and City Council had the right to hear that.

Councilmember Joe Paul advocated that there still be an electronic aspect when they returned to in-person meetings. Mayor Robert Dandoy agreed with that.

Mayor Robert Dandoy mentioned that in a meeting the previous day, they had been told that if the City had needs for transportation funds from the County, then they had a letter of intent for project requirements coming up in June. He expressed that if there was need for money to help with transportation projects locally, they needed to identify the projects and submit a letter of intent. He noted that they were sizable funding amounts as well.

Mayor Robert Dandoy said he was not sure if Roy City submitted any easy grants for 2021, but at the meeting the night before they went through the list, and Roy City was not awarded any easy grants. He noted that one of the potential reasons was because the committee did not award easy grants for fireworks. Councilmember Diane Wilson had a follow up comment on the communication topic. She said that she felt a little uncomfortable with a three-to-five-minute comment time limit for everything. She thought it was a bit strict, and that maybe it should be an option in rare situations where they expected a lot of input. She suggested that it only be limited if they really needed it to be.

Mayor Robert Dandoy said that he agreed that people should have a chance to speak their thoughts if they needed to. He also communicated that they had had City Council meetings that were standing room only in the past with a large number of speakers. He relayed that he went to a meeting once with 120 speakers that lasted for hours, even with a three-to-five-minute limit.

Mayor Robert Dandoy agreed that generally, they should allow people to speak, but thought that there would be topics that would get a lot of attention and may warrant time restrictions. Councilmember Diane Wilson agreed.

I. Adjournment

Councilmember Wilson motioned to adjourn the City Council meeting at 6:24 p.m. Councilmember Saxton seconded the motion. All Councilmembers voted “Aye.” The motion carried.

Robert Dandoy
Mayor

Attest:

Morgan Langholf
City Recorder

dc: