MINUTES OF LAYTON CITY COUNCIL BUDGET WORK MEETING **MAY 24, 2018; 5:03 P.M.**

MAYOR AND COUNCILMEMBERS PRESENT: **MAYOR BOB STEVENSON, JOYCE BROWN, BRUCE DAVIS, TOM DAY, SCOTT FREITAG AND JOY PETRO**

STAFF PRESENT: **ALEX JENSEN, GARY CRANE, STEVE GARSIDE, KILEY DAY AND KIM READ**

The meeting was held in the Council Conference Room of the Layton City Center.

Mayor Stevenson opened the meeting and turned the time over to Staff.

AGENDA:

<u>BUDGET DISCUSSION – FISCAL YEAR 2018 – 2019</u>

Mayor Stevenson requested Councilmember Brown update the Council regarding concerns expressed by the RAMP Commission regarding the Fiscal Year 2018-2019 budget.

Councilmember Brown reported Tracy Chatwin, RAMP Chair, had met with Alex Jensen, City Manager, to discuss the City's budget process and the RAMP funds. Mr. Chatwin reported at its conclusion he had a better understanding of the purpose for RAMP and the Commission's role. Councilmember Brown stated she had informed the Commission that the Council and Staff made changes to the budget throughout the year. She informed the Council of the following decisions of the RAMP Commission:

- RAMP funding requests and applications would close February 1, allowing the Commission to work with real numbers for projects prior to the Council's Budget Meeting.
- RAMP Commission would have approximately one month to review received applications and be prepared to present its identified list of proposed projects to the Council.

She reported she had specifically requested the RAMP Commission's recommendation on the three items proposed for funding by Staff and Council. She indicated the Commission approved all three items with the following votes:

- Amphitheater – passed with a vote of 6-3
- Microphones – passed with a vote of 6-3
- Scoreboards – passed unanimously

Mayor Stevenson asked if the commissioners voting against the projects had explained their reason for doing so and Councilmember Brown explained some of the members' philosophy was that the funding should be reserved for the building of future parks.

Councilmember Petro reported members of the Commission had expressed appreciation with allowing the Commission's input for the items identified to be funded through RAMP Tax funding. She added the Commission had expressed its desire for the public to be aware of funding opportunities for projects.

Councilmember Day indicated a Commissioner had expressed concern with the shorter time frame associated with the application process closing February 1 and being able to make a recommendation to the Council for its meeting in March. Councilmember Brown clarified the RAMP Commission could begin reviewing applications as soon as October.

Councilmember Petro pointed out the Commission had agreed to grant the funding for the Plaza improvements based on the fact the restrooms would benefit the park as a whole and could possibly be open year round and a discussion followed.

Mr. Jensen expressed his desire in moving forward with the projects.

Mayor Stevenson indicated the remainder of the meeting would address the proposed increase for Staff and the salary matrix which identified the range for positions within the City. He announced the budget proposed a three percent merit increase for Staff and asked if there were concerns from the Council. Councilmember Davis pointed out the CPI (Consumer Price Index) was 2.5%.

Councilmember Freitag asked about the letter given to employees regarding health insurance costs. Mr. Jensen reported on the history associated with the health insurance funds and related claims. He indicated the letter was intended to encourage employees to be wise and prudent when using the health care benefit. He also mentioned the costs associated with prescriptions and a discussion followed on ways to decrease those costs.

Councilmember Davis announced he was in support of the three percent increase and expressed his opinion the increase should be merit based.

Councilmember Day inquired if there was a need to incentivize police officers and Mr. Jensen believed changes made within the department had been sufficient and stated the City had been able to fill positions and hire good officers. He informed the Council the City strived to strike a good balance with Police Department wages. Kiley Day, Human Resource Officer, announced the City's Police Department was currently fully staffed.

The Council discussed the increase and each councilmember expressed agreement with the proposed three percent merit increase for Staff.

Councilmember Davis announced he and Councilmember Day had met with Ms. Day and Steve Garside, City Attorney, to discuss the process used to designate salary ranges for positions and stated he was satisfied with the City's current process and believed it reflected best practices. He informed the Council the range system was set up and driven by the market. He had invited Mr. Garside and Ms. Day to share a presentation of the City's salary matrix.

Ms. Day stated the following cities were used as comparisons for positions and its respective salary: West Valley, West Jordan, Sandy, Provo, Orem, Ogden and Murray. She reviewed the process used by Human Resources with the Council to determine the pay range for each position.

Mayor Stevenson asked about positions which become red lined due to longevity within the organization as it related to the budget process. Ms. Day explained how the red lined employees would be eligible for a one-time bonus in lieu of salary increase. She emphasized this was solely based on the position and the performance evaluation.

Ms. Day reviewed information in the salary matrix allowing the Council to ask questions and a discussion took place.

Mayor Stevenson inquired if there were any questions from the Council.

Councilmember Davis asked if the proposed three percent increase was in line with other municipalities. Ms. Day responded some cities were proposing a higher increase but expressed her opinion the City was in line.

The meeting adjourned at 6:10 p.m.

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Kim Read, City Recorder