



Sandy City, Utah

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Meeting Minutes

City Council

Ryan Mecham, District 1
Alison Stroud, District 2
Zach Robinson, District 3
Marci Houseman, District 4
Aaron Dekeyzer, At-large
Brooke D'Sousa, At -large
Cyndi Sharkey, At-large

Tuesday, January 23, 2024

4:00 PM

City Hall (Multipurpose Room #341)

FY 2025 Budget Retreat

The FY 2025 Budget Retreat will be conducted in-person, in the Multipurpose Room (#341) at City Hall. Residents may attend the retreat in-person.

One or more members of the City Council may be attending the budget retreat virtually.

Present: 7 - Council Member Alison Stroud
Council Member Zach Robinson
Council Member Marci Houseman
Council Member Cyndi Sharkey
Council Member Ryan Mecham
Council Member Brooke D'Sousa
Council Member Aaron Dekeyzer

Council Staff in Attendance:
Dustin Fratto, Council Director
Justin Sorenson, Assistant Director
Christine Edwards, Council Clerk
Liz Theriault, Policy & Comms Analyst

Administration in Attendance:
Mayor Monica Zoltanski
Shane Pace, CAO
Lynn Pace, City Attorney
Jeff Bassett, Fire
Greg Severson, Police
Tom Ward, Public Utilities
Dan Medina, Parks & Recreation
Mike Gladbach, Public Works
James Sorensen, Community Development
Kasey Dunlavy, Economic Development
Kim Bell, Deputy Mayor
Susan Wood, PIO

4:00 Budget Retreat

1. [24-026](#) City Council and Administration Budget Retreat for the upcoming fiscal year 2024-25 Sandy City Budget

Attachments: [FY25 Budget Retreat.pdf](#)

Brian Kelley, Administrative Services Director, welcomed those in attendance. He reviewed the program for this evening.

Shane Pace, CAO, introduced Todd Godfrey with Hayes, Godfrey, Bell PC. Mr. Godfrey is an attorney who specializes in municipal government. He provided an overview of the Sandy City Powers and Duties consistent with the Council-Mayor form of government in Sandy and reviewed the roles and responsibilities of the Council and the Mayor. Discussion, comments and questions occurred throughout the presentation.

Brian Kelley, Administrative Services Director introduced the program overview for this evening's budget retreat, beginning with stating the city's mission and vision statement and reviewed the foundational values, guiding financial principles, revenue policies, best practices and financial structure of our city budget. Mr. Kelley provided an overview of the city budget and history. As requested by the Council, Mr. Kelley also provided three options for fees associated with waste collection funding.

The budget retreat participants convened a break from 5:15 pm to 5:31 pm. Council Member Marci Houseman joined the Budget Retreat at 5:31 pm.

Katrina Frederick, Human Resources Director, reviewed the Compensation Study. This study is conducted annually and provided information on the following: employee turnover, economic data, nation-wide public and private sector surveys, and public sector surveys. She reviewed the results of the salary survey which is used as a guide and to help the city identify whether our city's pay ranges are competitive with other cities. She reviewed next steps and staff recommendations.

Mayor Zoltanski reviewed the FY2025 Mayor's Top Budget Priorities for FY 2025. Mayor Zoltanski stated that she is not requesting any increases to property taxes for FY25. She reviewed the prior two years and the events that impacted the city's budget. Mayor Zoltanski spoke about the public's endorsement and support for a new Fire Station 31 - a moment of new growth and direction for Sandy City. She also discussed the positive results from the Parks and Recreation survey. The theme for her State of the City remarks is Sandy Rising. She is enthusiastic for Sandy City's future and the future and vision of the Cairns development and build out. She looks forward to working with the Council, the community and residents of Sandy to work towards our shared goal of Sandy's future development.

Shane Pace, CAO, reviewed the details of the FY2025 Mayor's Top Budget Priorities.

Ongoing:

1. Explore new funding sources for city services
2. Reduce or eliminate subsidy for bulk waste program
3. Evaluate additional department needs, as requested
4. Increase city events funding
5. Accelerate funding for economic development in the Cairns master plan area

One-Time:

1. Continue fleet replacement funding

Following the presentation by the CAO, each department head presented their budget priorities and requests.

Dustin Fratto, Council Executive Director, reviewed the Council Office's budget priorities and requests: position reclassification, cover increasing costs related to Council events, increase funding for training, capital improvements for the Council Chamber.

Shane Pace, CAO, provided an overview of the budget requests from the Community Events, Emergency Management, Sandy Amphitheater, and Sandy Arts Guild: community events coordinator, emergency management coordinator, inflationary adjustments for events, assistant arts producer and stage manager.

Lynn Pace, City Attorney provided an overview of the budget requests from the Legal Department, which included inflationary adjustments, position reclassifications, updates to the conference room and office equipment, two part-time positions, and three reclassifications.

A recess was convened at 6:42 pm.
The Budget Retreat reconvened at 6:52

Brian Kelly, Administrative Services Director reviewed his department's budget requests: enterprise resource planning software replacement and implementation and one additional custodial support person.

Chief Greg Severson reviewed the Police Department's budget requests. He thanked the Council for their support. The Police Department is fully staffed. Ongoing requests included fleet replacement, additional staff person for Animal Services, body cameras, new software, inflation adjustments and one-time request for a new drone.

Fire Chief Jeff Bassett thanked the Council for their support in approving staffing and compensation. He reviewed his department's budget requests which includes ongoing requests for ambulance supplies, uniform and PPE replacements, and one-time funding for two recruits to attend SLC Fire Academy, hydrant hose, thermal imaging cameras, rope rescue equipment, and replacement of expired equipment.

Mike Gladbach, Public Works Director reviewed his departments budget requests: Ongoing requests included funding overtime, signal maintenance, transportation engineer technician, snow removal (salt), position reclassification and one-time requests included laptop replacements and message boards. Capital improvement requests include Phase 3 of the Public Works facility rebuild, street reconstruction and hazardous concrete repair, debris flow study, traffic control and calming projects, and traffic upgrades and increased fees for waste collection.

Dan Medina, Parks and Recreation Director reviewed his department's budget requests. Ongoing budget requests include position reclassifications, increased staffing needs, community projects and upgrades of trails and playgrounds and capital improvements. He discussed ongoing and capital needs for Alta Canyon Sports Center and requested direction from the Council.

James Sorensen, Community Development Director reviewed his budget requests. Ongoing budget requests include: funding adjustments for CDBG staff, training, uniform allowance, update development code, and technology upgrades.

Tom Ward, Public Utilities Director, thanked the Council for their support. Ongoing budget

requests included funding for staff overtime expenses and software maintenance. One-time expenses include funding an addition to the operation building. He reviewed recommended increases to rates and reviewed requested funding for capital projects.

Kasey Dunlavy, Economic Development Director, thanked the Council for their support of the employee compensation plan. His staff does a lot of their own analysis. He spoke about the funding that will sunset in the next two years and the financial impact on his department funding needs. He also spoke about the utilization of project funding for future development and the projects of the Cairns area.

Ryan Mecham, Council Chair thanked Bex May for all her help to facilitate the budget retreat this evening. He thanked department heads and Administration for their presentations.

Dustin Fratto, Council Director, presented the budget priorities of the Council for the FY25 Budget which include the following:

General Capital Projects:

1. Sidewalk install and repair
2. Offices for Parks staff
3. Utilization of City Hall and Justice Court building for Police and Parks staff.
4. Communication campaign for a new Alta Canyon Community Center.

Utility Capital Projects:

1. Water infrastructure repairs and upgrades
2. Renegotiate Metro Water contract
3. Dark sky compliant street lighting

Fund Fire fleet vehicles.

Code Enforcement and Prosecution:

1. Code enforcement improvements
2. Administrative Law Judge - part time
3. Investment in code enforcement

Studies:

1. Evaluate cost benefit of continued participation in Central Wasatch Commission
2. Conduct a needs/ROI analysis on city events
3. Use master planning data to prioritize financial investments beyond personnel
4. Management studies
5. Rate/fee study annually

Increased staffing for enforcement

Studies:

CWC evaluation
conduct a needs/roi on city events

Workforce:

1. Competitive employee compensation
2. Refrain from increasing employee headcount beyond current levels
3. Strategies to maintain our workforce in all departments
4. Public Safety personnel are in the top 2/3 in compensation
5. Adequate tools and training budgets to meet goals for employee professional development and retention

General:

1. Refrain from increasing spending beyond current levels
2. Adequate funding for City Council communication
3. Utilize staff, lobbyist, and consultant resources to pursue grant opportunities for one-time and ongoing city expenses
4. Consider putting off needed expenditures for one year considering \$480K in bonds sunsetting in 2024

On behalf of the Administration and Department Heads, Brian Kelley thanked the council for participating this evening's meeting and budget retreat. City Staff is available to meet with the Council to further discuss department budget priorities.

The Budget Retreat adjourned at 7:50 pm.