



Sandy City, Utah

10000 Centennial Parkway
Sandy, UT 84070
Phone: 801-568-7141

Meeting Agenda

City Council

Brooke Christensen, District 1
Maren Barker, District 2
Kristin Coleman-Nicholl, District 3
Chris McCandless, District 4
Steve Fairbanks, At-large
Linda Martinez Saville, At-large
Zach Robinson, At-large

Tuesday, June 4, 2019

5:15 PM

Council Chambers

Web address to view complete packet: <http://sandyutah.legistar.com>

The Sandy City Council has adopted Rules of Procedure which are available at the rear of the Council Chambers and online at: <https://sandy.utah.gov/government/city-council/procedure-guidelines>. Public comment will be taken on all voting items. Each speaker is allowed three minutes per voting item. The Citizen Comment sections of the meeting are for issues not listed on the agenda. Each speaker is allowed three minutes to address the Council during Citizen Comments. If a citizen is unable to attend a meeting in person, he or she may provide written comments to the City Council Executive Director by 3:00 PM the day of the Council Meeting to have those comments distributed to the City Council and have them read into the record at the appropriate time.

In compliance with the Americans with Disabilities Act, reasonable accommodations for individuals with disabilities will be provided upon request. For assistance, please call (801) 568-7141.

4:30 Dinner

5:15 Council Meeting

Roll Call

Prayer / Pledge of Allegiance

Non-voting Items

Agenda Planning Calendar Review & Council Office Director's Report

Council Member Business

Mayor's Report

CAO Report

Citizen Comments

Information Items

1. [19-176](#) Metropolitan Water District of Salt Lake and Sandy presenting the FY 2019-2020 Tentative Budget.

Attachments: [Recommendation from PU Advisory Board](#)

Voting Items

Council Items

2. [19-146](#) Council discussion on a draft policy related to contract legal services.

Attachments: [Council Member Robinson Draft Legal Services Designee.docx](#)
[Council Member Nicholl Draft Legal Services Designee.docx](#)

3. [19-182](#) City Council Office recommending that the City Council elect a Chair and Vice Chair.

6:00 Time Certain Items and Public Hearings

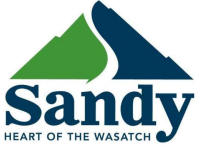
Public Hearing(s)

Time Certain Items

4. [19-181](#) Continued Public Hearing to Receive Comment on Fiscal Year 2019-2020 Tentative Budget

Attachments: [Robinson GF Budget Proposal June 4](#)

Adjournment



Staff Report

File #: 19-176, **Version:** 1

Date: 6/4/2019

Agenda Item Title:

Metropolitan Water District of Salt Lake and Sandy presenting the FY 2019-2020 Tentative Budget.

Presenter:

Mike DeVries, General Manager

Description/Background:

The Metropolitan Water District of Salt Lake & Sandy (District) was established in 1935 by the Salt Lake City Commission. Salt Lake City is the founding member and Sandy City joined the District in 1990. The District's primary function is to create a firm water supply for its member cities. The District also provides water to others on a surplus basis.

The District is citizen-administered through a Board of Trustees comprised of seven board members which serve four year terms. Five of the Trustees are appointed by the Salt Lake City Council and two Trustees are appointed by the Sandy City Council.

The Districts Tentative Budget for fiscal year 2020 can be found here:

<http://www.mwdsls.org/pdfs/FY20%20Tentative%20Budget%202019.04.16.pdf>



MEMORANDUM

To: Sandy City Council

From: Don Milne, Chairman
Public Utilities Advisory Board

Date: May 16, 2019

Re: Recommendation for Proposed Metropolitan Water District of Salt Lake
& Sandy FY 2019-2020 budget

During the Public Utilities Advisory Board meeting held on May 16th, the Board reviewed the presentation of the proposed Metropolitan Water District of Salt Lake & Sandy FY 2019-2020 budget.

The Board unanimously recommends approval of the proposed Metropolitan Water District of Salt Lake & Sandy FY 2019-2020 budget.

If you have any questions, please feel free to contact me directly at 801-652-6308.

Thank you.

Don Milne



Staff Report

File #: 19-146, **Version:** 1

Date: 6/4/2019

Agenda Item Title:

Council discussion on a draft policy related to contract legal services.

Presenter:

Council Member Robinson
Council Member Nicholl

Description/Background:

This is a follow up discussion to conversations the Council had on this topic on March 5 and March 12. Two different draft policies are attached for the Council's review and discussion.

Recommended Action and/or Suggested Motion:

Sandy City Council

Legislative Policies and Procedures

Original Approval Date:

Revision:

Chapter:

Section:

Date Council Approved:

SUBJECT: Outside Legal Services

BACKGROUND:

The City Council has contract for legal services which requires a Council designee to administer the terms of the contract and give direction regarding legal services. This policy informs the roles and responsibilities of the Council's designee.

POLICY:

Chair

Any outside legal counsel contract we as a council enter into needs to be signed by the council chair.

Vice Chair:

Designee to the outside legal counsel of the Sandy City Council.

Own the city council legal counsel.

Vice chair will Provide budget updates on a monthly basis

Vice Chair will act as council liaison when engaging outside legal counsel on legal matters of conflict and legislative reasons.

Individual Council members:

Any council member may invite Council Legal Counsel to any scheduled council meeting.

Any council member may request a closed session with Outside Legal Counsel for (reference closed door meeting policy)

Any council member may contact outside legal counsel for simple legal advice. If simple legal advice exceeds \$100 in billable hours, subject matter will need to be discussed by entire council.

Anything that is produced from contacting outside legal counsel shall be produced to all council members and executive director.

Outside counsel for City Council

Any legal fees

For legal advice items that exceed \$100 in billable hours, a vote must be obtained. That vote can be obtained via consent calendar, council member business simple vote, or formal agenda item (for additional in-depth discussion)

When outside legal counsel budget hits \$40,000, All outside legal council items must be discussed and voted on.

Sandy City Council
Legislative Policies and Procedures

Notes:

Address fee-100 dollars?? Negotiable.

Supply council members

When contract hits X amount, all outside legal counsel items are agenda items.

DRAFT

Sandy City Council
Legislative Policies and Procedures

Original Approval Date:

Revision:

Chapter:

Section:

Date Council Approved:

SUBJECT: Outside Legal Services

BACKGROUND:

The City Council has contract for legal services which requires a Council designee to administer the terms of the contract and give direction regarding legal services. This policy informs the roles and responsibilities of the Council's designee.

POLICY:

1. The City Council designates the Council Chair to administer the terms of any agreement with contracted legal counsel and give direction regarding legal services.
2. Any Member of the City Council may request the physical presence of contract legal counsel at any City Council meeting.
3. Any Member of the City Council may contact outside counsel for any reason without limitation.
4. Council Office staff may request the assistance of outside legal counsel if first authorized by the Chair.



Sandy City, Utah

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Staff Report

File #: 19-182, **Version:** 1

Date: 6/4/2019

Agenda Item Title:

City Council Office recommending that the City Council elect a Chair and Vice Chair.

Presenter: Michael Applegarth



Staff Report

File #: 19-181, **Version:** 1

Date: 6/4/2019

Agenda Item Title:

Continued Public Hearing to Receive Comment on Fiscal Year 2019-2020 Tentative Budget

Description/Background:

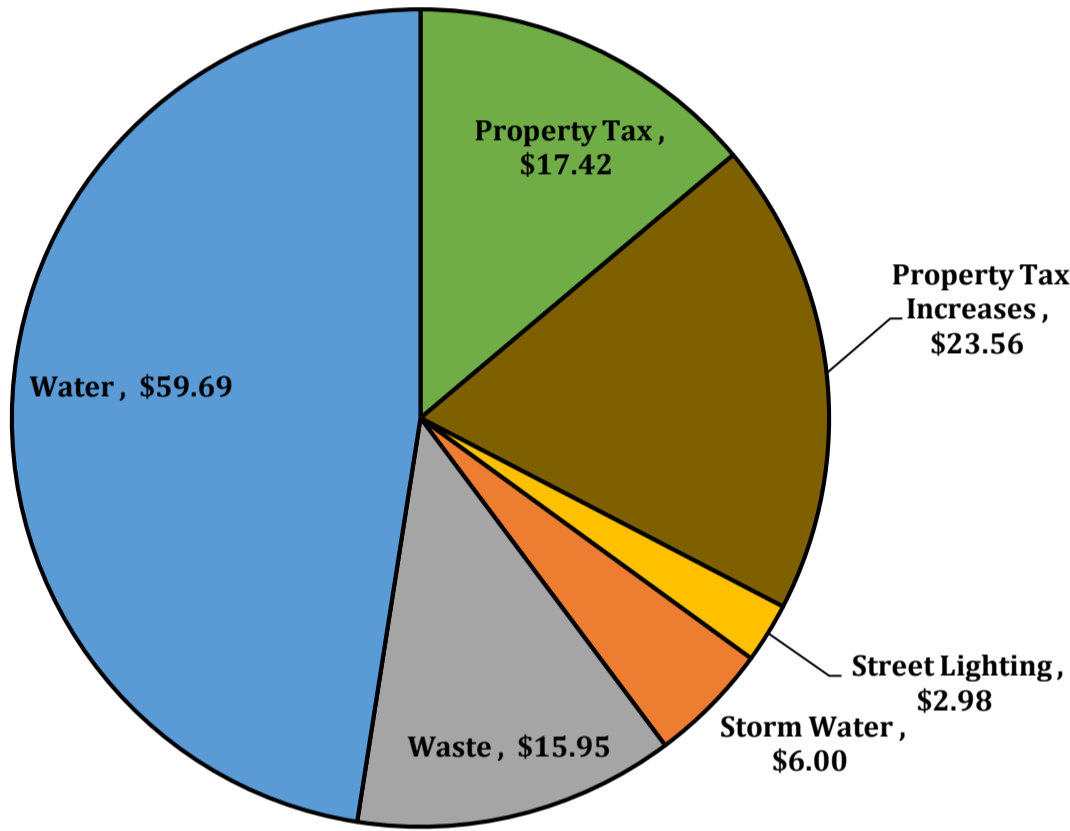
To view the FY2020 Tentative Budget, use the following URL.
(<https://sandy.utah.gov/home/showdocument?id=8619>)

Assumptions	
Property Value	\$350,000
Certified Tax Rate	0.001086
Current Prop. Tax Rev.	\$8,675,289
Expected Growth	2%

Property Tax Increase	
FY 2020	55%
FY 2021	10%
FY 2022	12%
FY 2023	10%
FY 2024	12%

Water Utility Assumptions	
Meter Size (in)	0.75
City/County Rate	City
Gallons	20,000

FY 2024: Resident Monthly Cost Projection



Monthly Charges Breakdown	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Monthly Property Tax						
Current Rate	\$ 17.42	\$ 17.42	\$ 27.00	\$ 29.70	\$ 33.27	\$ 36.59
% Increase Value	-	9.58	2.70	3.56	3.33	4.39
Total Property Tax	\$ 17.42	\$ 27.00	\$ 29.70	\$ 33.27	\$ 36.59	\$ 40.99
Monthly Utility Billing						
Street Lighting	\$ 2.98	\$ 2.98	\$ 2.98	\$ 2.98	\$ 2.98	\$ 2.98
Projected Increase	-	-	-	-	-	-
Storm Water	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
Projected Increase	-	-	-	-	-	-
Waste	\$ 14.45	\$ 15.95	\$ 15.95	\$ 15.95	\$ 15.95	\$ 15.95
Projected Increase	-	1.50	-	-	-	-
Water	\$ 59.69	\$ 59.69	\$ 59.69	\$ 59.69	\$ 59.69	\$ 59.69
Projected Increase	-	-	-	-	-	-
Percentage Increase	-	0%	0%	0%	0%	0%

Resident Monthly Cost Projection	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Property Tax						
Current Rate	\$ 17.42	\$ 17.42	\$ 27.00	\$ 29.70	\$ 33.27	\$ 36.59
% Increase Value	-	9.58	2.70	3.56	3.33	4.39
Utility Bills	83.12	84.62	84.62	84.62	84.62	84.62
Estimated Monthly Total	\$ 100.54	\$ 111.62	\$ 114.32	\$ 117.89	\$ 121.21	\$ 125.61

General Fund Revenue Projections	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Property Tax Base	\$ 8,675,289	\$ 8,675,289	\$ 14,418,792	\$ 16,177,505	\$ 18,480,725	\$ 20,734,994
Projected New Growth	-	169,706	284,576	319,750	365,815	410,900
Expiring RDAs	-	455,000	-	-	-	-
Tax Increase	-	5,114,997	1,470,337	1,979,671	1,884,654	2,537,507
Annexations	-	3,800	3,800	3,800	3,800	3,800
Projected Total Revenues	\$ 8,675,289	\$ 14,418,792	\$ 16,177,505	\$ 18,480,725	\$ 20,734,994	\$ 23,687,201

Sandy City FY 2020 Budget-ROBINSON Proposal

Unappropriated Revenue:

GENERAL FUND - DETAIL OF ONGOING COSTS

Requested

Approved

\$

454,917

General Items

General Compensation Plan	\$	1,471,368	\$	1,471,368	
IT Charges - General Fund, Sandy Arts Guild, and Recreation		535,429		461,429	
Telephone Charges - Gen. Fund, Sandy Arts Guild, and Recreation		(36,513)		(41,367)	
Risk Charges - General Fund and Rec Fund		76,991		76,991	
Fleet O&M Charges - General Fund and Rec Fund		246,061		188,453	
Funding for Fleet Replacements in General Fund Departments		800,000		-	
Potential Debt Service for Facilities Improvements (See Note)		2,625,000		2,625,000	Modified from Tentative
Total Amount to Fund Balance (12% of Revenues)		126,017		739,817	12% to Fund Balance Automatically Updated
		-		-	
		-		-	
Total General Items	\$	5,844,353	\$	5,521,691	

Administration

Office Manager Reclassification (Mayor/CAO)	\$	5,542	\$	5,542	
Cost Savings from FTE Reduction		(119,965)		(119,965)	
Satellite Phone Access (Emergency Management)		1,000		1,000	
Books, Sub. & Memberships (Communications)		1,000		1,000	
Videographer/Photographer (New Communications Position)		62,517		-	
Mileage Reimbursement (Emergency Management)		250		-	
Employee Training (Communications)		250		-	
Vision Website Software		(15,000)		-	
Part-time Communications Specialist		35,000		-	
Citywide Leadership Training		30,000		-	
Value Engineer/Continuous Quality Improvement Position		112,250		-	
		-		-	
		-		-	
Total Administration	\$	112,844	\$	(112,423)	

City Attorney

Paralegal I to Paralegal II (Reclassification)	\$	7,172	\$	7,172	
PT Passport Agent		16,152		16,152	
Senior Attorney (Reclassification)		N/A		-	
Entry Level Attorney		93,800		-	
		-		-	
		-		-	
Total City Attorney	\$	117,124	\$	23,324	

Justice Court

JC Clerk Supervisors Reorg.	\$	(21,123)	\$	(21,123)	
JC Clerk (Reclassification)		N/A		Approved	

Credit Card Processing	5,000	5,000
Professional Services	2,000	2,000
Miscellaneous Services	500	500
	-	-
	-	-
Total Justice Court	\$ (13,623)	\$ (13,623)

Administrative Services

15 hrs/wk increase to AP Specialist to help HR	\$ 38,222	\$ 38,222	
10 hrs/wk increase to Purchasing Asst.	17,057	17,057	
Facilities Project Coordinator (Reclassification)	7,121	7,121	
Utility Billing Team Lead (Reclassification)	7,000	-	
Professional Services (Drug Testing)	20,000	5,000	
Facilities Technician I/II (New)	70,000	-	
HR Specialist (New Position)	64,300	-	
Custodian Seasonal	10,000	10,000	Modified from Tentative
Custodian (New)	50,000	-	
Employers Council Membership	5,800	-	
Cell Phone Allowance	240	-	
Wellness Program	20,000	-	
Lock Box Check Processing Services	30,000	-	
	-	-	
	-	-	
Total Administrative Services	\$ 339,740	\$ 77,400	

Non-Departmental

Homeless Shelter Funding (Reduction in Sales Tax Revenue)	\$ (200,000)	\$ (200,000)	
Codification	6,800	6,800	
Employee Survey	10,000	-	
Tuition Reimbursement	10,000	5,000	Modified from Tentative
	-	-	
	-	-	
Total Non-Departmental	\$ (173,200)	\$ (188,200)	

Police & Animal Services

Tier II Ret. (add. 7.58% 401k contribution - Total 10.58%)	\$ 205,834	\$ 205,834	Modified from Tentative
Park Police Officers (2)	156,858	156,858	
Police Officers (5)	392,145	392,145	Modified from Tentative
CSO/Forensic Specialist to PO/Forensic Specialist	5,464	5,463	
Dispatch Services	40,000	40,000	
Animal Services Training	3,000	3,000	
Animal Services Officer	64,292	-	
Ammunition	26,000	13,000	
PT Victim Advocate to Full Time	18,065	1,711	Modified from Tentative
PT Evidence Technician to Full Time	18,065	-	

CSO to Police Officer Promotions (2)	10,927	-
	-	-
	-	-
Total Police & Animal Services	\$ 940,650	\$ 818,011

Sustainability Manager: 114,000
CWC 100,000
Ecnomomic Development 255,000

Fire

Step and Grade Adjustments	\$ 190,000	\$ 190,000	
Fire Prevention/Education Specialist (Reclassification)	4,893	4,893	
Fire Prevention/Education Asst. (Reclassification)	4,090	4,090	
Executive Secretary (Reclassification)	N/A	-	
Tier II Retirement (additional 7% 401k contribution)	102,928	102,928	Modified from Tentative
FTE Firefighter/Paramedics (7 New)	498,985	498,985	Modified from Tentative
Paramedic Training	42,500	21,250	Modified from Tentative
Uniforms	25,000	-	
Target Solutions (Training Platform)	7,300	-	
	-	-	
	-	-	
Total Fire	\$ 875,696	\$ 822,146	

Public Works

Street Maint. Worker I/II (Reclassification)	N/A	\$ -	
Street Maint. Worker I/II (2 New)	124,162	-	
Maint. Crew Leader (Reclassification)	N/A	-	
Concrete Coordinator (Reclassification)	4,881	4,881	
Information Specialist (Reclassification)	N/A	-	
Transportation Technician I/II (Reclassification)	N/A	-	
Transportation Supervisor (Reclassification)	5,057	5,057	
Street Operations Supervisors (Reclassification)	11,341	11,341	
City Engineer (Reclassification)	6,405	6,405	
City Surveyor (Reclassification)	N/A	-	
Information Specialist (Reclassification)	N/A	-	
Transportation Engineer (Reclassification)	N/A	-	
GIS/CityWorks Coordinator (Reclassification)	N/A	-	
Overtime/Gap Increase (Including Benefits)	23,287	-	
On-Call Pay	N/A	-	
Snow Removal	13,000	13,000	
Overtime/Gap Increase (Including Benefits)	2,311	-	
	-	-	
	-	-	
Total Public Works	\$ 190,444	\$ 40,684	

Parks & Recreation

Trails Crew Leader (New)	\$ 62,708	\$ -	
Uniform & Safety Supplies - Trails Position	5,160	-	
Crew Leader to Park Irrigation Supervisor	5,946	5,946	

Parks Supervisors & Forester (Reclassification)	30,080	30,080	
Seasonal Pay Increase (\$1.00 Increase)	44,036	44,036	Modified from Tentative
Irrigation O&M	8,200	8,200	Modified from Tentative
Fourth of July	6,000	-	
Balloon Festival	5,000	-	
Trunk or Treat	1,300	-	
Professional Services	4,000	-	
Cell Phone Allowance	4,000	-	
Ninja Warrior Event	1,000	-	
Bike Day	1,000	-	
Fishing Day	1,000	-	
New Events	4,000	-	
On-Call Pay	N/A	-	
Uniform & Safety Supplies - Parks Seasonal Crew	3,340	-	
Parks Seasonal Crew	13,766	-	
Overtime/Gap	7,500	-	
	-	-	
	-	-	
Total Parks & Recreation	\$ 140,168	\$ 88,262	

Community Development

Professional Building Inspector Reclassifications (4)	\$ 21,406	\$ 21,406	
Building Inspector I Reclassification	4,664	4,664	
Executive Secretary Reclassification	N/A	-	
Senior Planner (Reclassification)	6,206	6,206	
Professional Training/Certification	474	474	
Professional Training/Certification	667	667	
Mobile Smart Phones	2,000	2,000	
Planning Commission Meetings	3,000	1,500	
Adobe Licenses	1,500	1,500	
Professional Peer Review	20,000	20,000	Modified from Tentative
Computer Equipment	21,000	-	
	-	-	
	-	-	
Total Community Development	\$ 80,917	\$ 58,417	

Transfers Out

Transfer to Sandy Arts Guild - Plays/Musicals	\$ 16,300	\$ 16,300	Modified from Tentative
Transfer to Sandy Arts Guild - Printing	4,000	-	
Transfer to Sandy Arts Guild - Books & Subscriptions (Arts Guild)	800	-	
Transfer to Sandy Art Guild for Community Arts Producer 40hrs/wk	13,336	13,336	
Transfer to Sandy Art Guild - Balancing Adjustment	-	(33,360)	
Transfer to Sandy Amphitheater- Books & Subscriptions (IAVM)	2,300	-	
Transfer to Sandy Amphitheater- Travel (IAVM)	3,000	-	
	-	-	

		-	-
Total Transfers Out	\$	39,736	\$ (3,724)
Grand Total - General Fund	\$	8,494,849	\$ 7,131,965

Preliminary Revenue for Ongoing Appropriations	\$	2,566,776
Additional Revenue for Ongoing Appropriations		5,114,997
Total Available	\$	7,681,773

Available for One-Time/Capital Projects	\$	549,808
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Sandy City FY 2020 Budget

Unappropriated Revenue:

\$ 454,917

GENERAL FUND - DETAIL OF ONE-TIME COSTS	Requested	Approved
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Administration

Emergency Management Improvements	\$ 25,000	\$ 25,000
Sustainability Grants for Citizens	25,000	25,000
Website Platform Implementation	40,000	-
Employee 48hr Emergency Packs	30,000	-
Employee Emergency Preparedness Notebooks	15,000	-
TV/Monitors for EOC (2)	2,000	-
Copier/Scanner for EOC	500	-
	-	-
	-	-
Total Mayor	\$ 137,500	\$ 50,000

City Council

Public Admin. Intern	\$ 11,009	\$ -	Modified from Tentative
	-	-	
	-	-	
Total Council Executive Staff	\$ 11,009	\$ -	

City Attorney

Election services	\$ 213,255	\$ 213,255	
Software Licenses	8,500	-	
Computer (City Prosecutor)	1,000	-	
Scanners (3)	900	900	Modified from Tentative
	-	-	
	-	-	
Total City Attorney	\$ 223,655	\$ 214,155	

Fire

Uniforms/PPE for New Firefighters	\$ 38,500	\$ -
Training for New Firefighters	10,500	-
	-	-
	-	-
Total Fire	\$ 49,000	\$ -

Public Works

John Deere 310 Backhoe PW	\$ 105,000	\$ 105,000	Modified from Tentative
10 Wheel Dump w/plow - based on FTE approval	237,500	-	
10 Wheel Dump w/plow - based on FTE approval	237,500	-	
	-	-	

		-	-
Total Fleet	\$	580,000	\$ 105,000

Parks & Recreation

Ford F-250 Ex Cab Utility	\$	48,500	\$ -
Ford F-250 Ex Cab Utility		48,500	-
John Deere 310 Backhoe Parks		105,000	-
F150 for Recreation		37,000	-
Department Display Screens (4)		6,000	-
		-	-
		-	-
Total Parks & Rec Administration	\$	245,000	\$ -

Community Development

Zoning Technician	\$	46,872	\$ 28,274
Computer Equipment		21,000	-
Short-Term Rental Software (Bear Cloud)		26,000	26,000
		-	-
		-	-
Total Community Development Administration	\$	93,872	\$ 54,274

Information Technology

Fiber Optic - Station 32/Alta Canyon	\$	95,000	\$ 95,000
Fiber Optic - Station 34		71,500	71,500
Fiber Optic - Station 35		76,000	-
Fiber Optic - Parks Maintenance		45,000	-
Fiber Optic - Station 33		213,000	-
		-	-
		-	-
Total Information Technology	\$	500,500	\$ 166,500

Grand Total - General Fund	\$	1,840,536	\$ 589,929
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Preliminary Revenue for One-Time Appropriations	\$	757,346
Additional Revenue for One-Time Appropriations		549,808
Total Revenue Available for Appropriation	\$	1,307,154

Available for Capital Projects **\$ 717,225**

Sandy City FY 2020 Budget

Unappropriated Revenue:

DETAIL OF CAPITAL PROJECT - GENERAL REVENUE

Requested

Approved

\$

454,917

Facilities

Municipal Building	\$	450,000	\$	250,000
		-		-
		-		-
Total Buildings	\$	450,000	\$	250,000

Public Works

Public Works Facility Rebuild	\$	19,035,000	\$	-	Possibly Funded via Debt Service Payment
Hazardous Concrete Repair		695,820		691,599	
9270 South Improvements - Matching Funds		201,679		201,679	
Transportation Master Plan		155,000		155,000	
Bridge Projects		250,000		-	
Electronic Traffic Control Devices		100,000		-	
7800 South Improvements		360,000		-	
10000 South Pedestrian Improvements		60,000		-	
		-		-	
		-		-	
Total Public Works	\$	20,857,499	\$	1,048,278	

Parks

Alta Canyon Sports Center Building	\$	12,000,000	\$	-	Possibly Funded via Debt Service Payment
Streetscape/Wall Replacements - Community Projects IE. Sandy Pride		150,000		150,000	
Flat Iron Playground Replacement		35,000		35,000	
Tennis Court Reconstruction		140,000		140,000	
Tot Lot Replacement Falcon Park		175,000		175,000	
Irrigation Water Connections / Backflow Replacements		30,000		30,000	
Asphalt Repairs		50,000		50,000	
Computerized Irrigation Technology		25,000		25,000	
Parks & Trail Renovation Project		50,000		-	
Main Street Park		300,000		-	
Memorials		125,000		-	
Parks and Recreation Building		6,000,000		N/A	Possibly Funded via Debt Service Payment
		-		-	
		-		-	
Total Parks	\$	19,080,000	\$	605,000	

Grand Total - Capital Projects - General Revenue	\$	40,387,499	\$	1,903,278
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Available for Capital Projects	\$	1,640,970
Additional Revenue for Capital Projects		717,225
Total Available	\$	2,358,195

Total Funds Remaining	\$	454,917
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